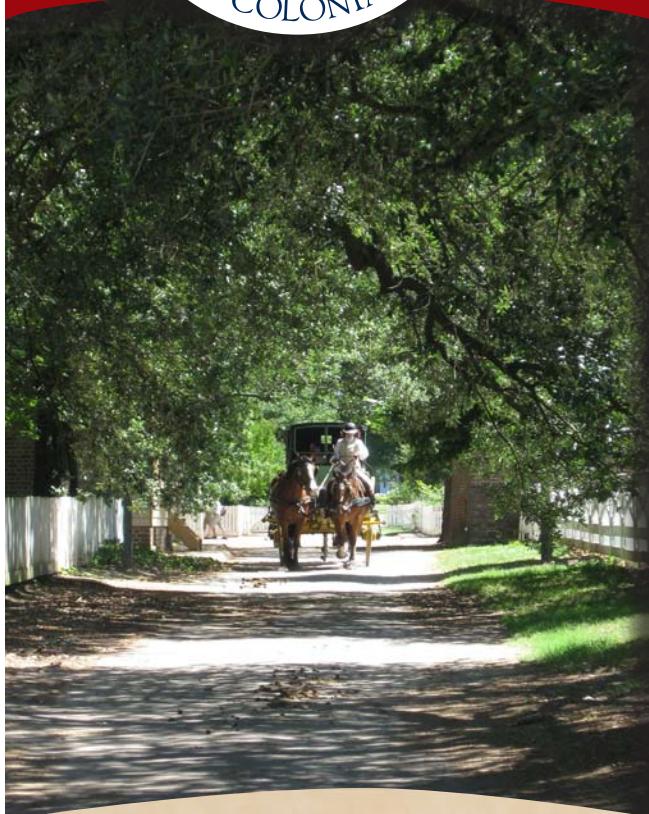




CITY OF WILLIAMSBURG



★ Proposed Budget

Fiscal Year 2012

1699



CITY COUNCIL

Clyde A. Haulman
Paul T. Freiling
Judith N. Knudson
D. Scott Foster, Jr.
Douglas G. Pons

Mayor
Vice Mayor
Member
Member
Member

OFFICIALS

Jackson C. Tuttle, II
Jodi M. Miller
Christina Shelton
Donna Scott
Philip F. Serra
Mark A. Barham
Daniel G. Clayton
David C. Sloggie
W. Patrick Dent
Lori C. Rierson
Reed T. Nester
Peter P. Walentisch

City Manager
Assistant City Manager
City Attorney
Clerk of Council
Director of Finance
Director of Information Technology
Director of Public Works
Police Chief
Fire Chief
Director of Recreation
Director of Planning
Director of Human Services

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Williamsburg
Virginia**

For the Fiscal Year Beginning

July 1, 2010

Two handwritten signatures are placed side-by-side within a large circular border. The signature on the left is associated with the President and the signature on the right is associated with the Executive Director.

President

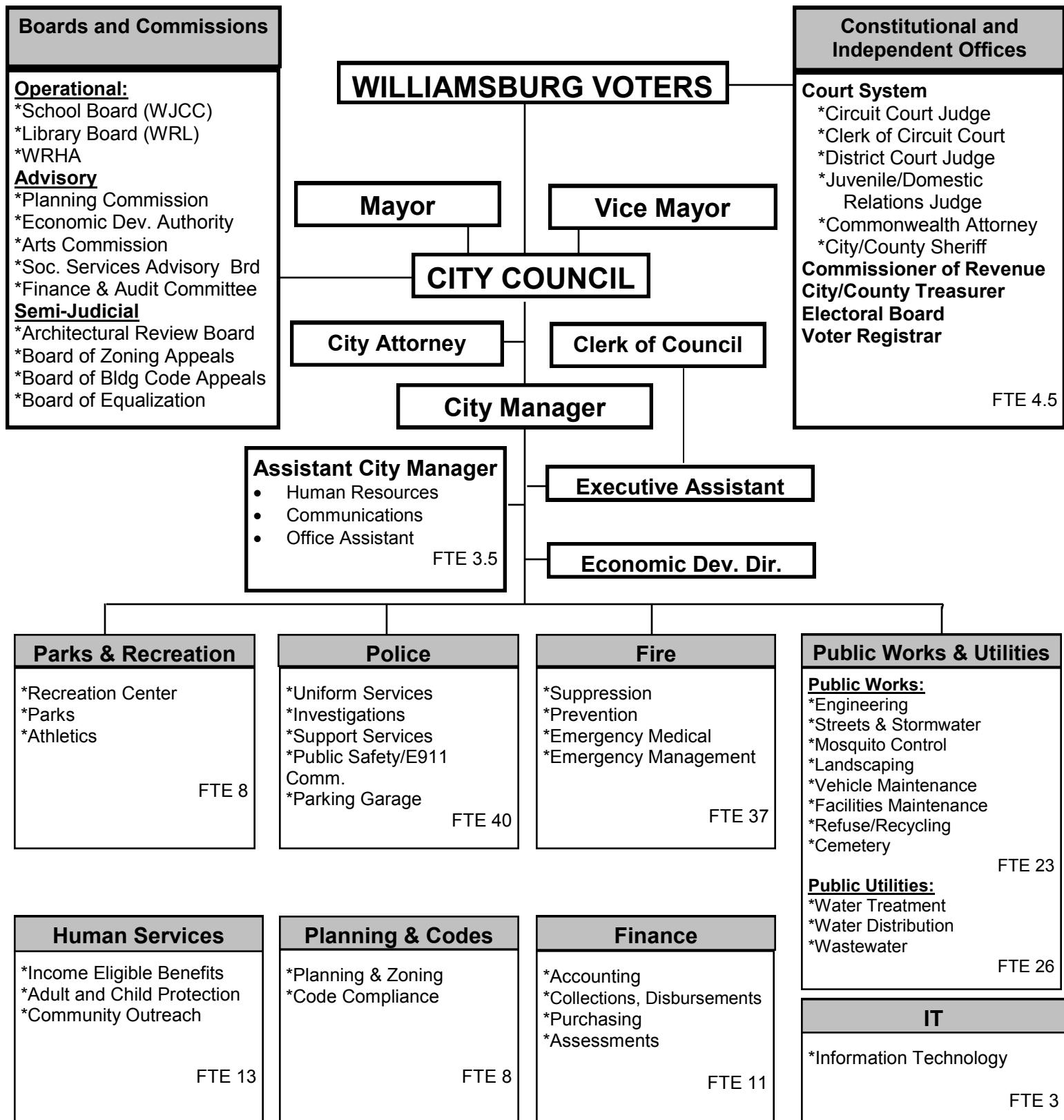
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Presentation to the City of Williamsburg for its annual budget for the fiscal year beginning July 1, 2010.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

City of Williamsburg Organizational Chart





Budget Message

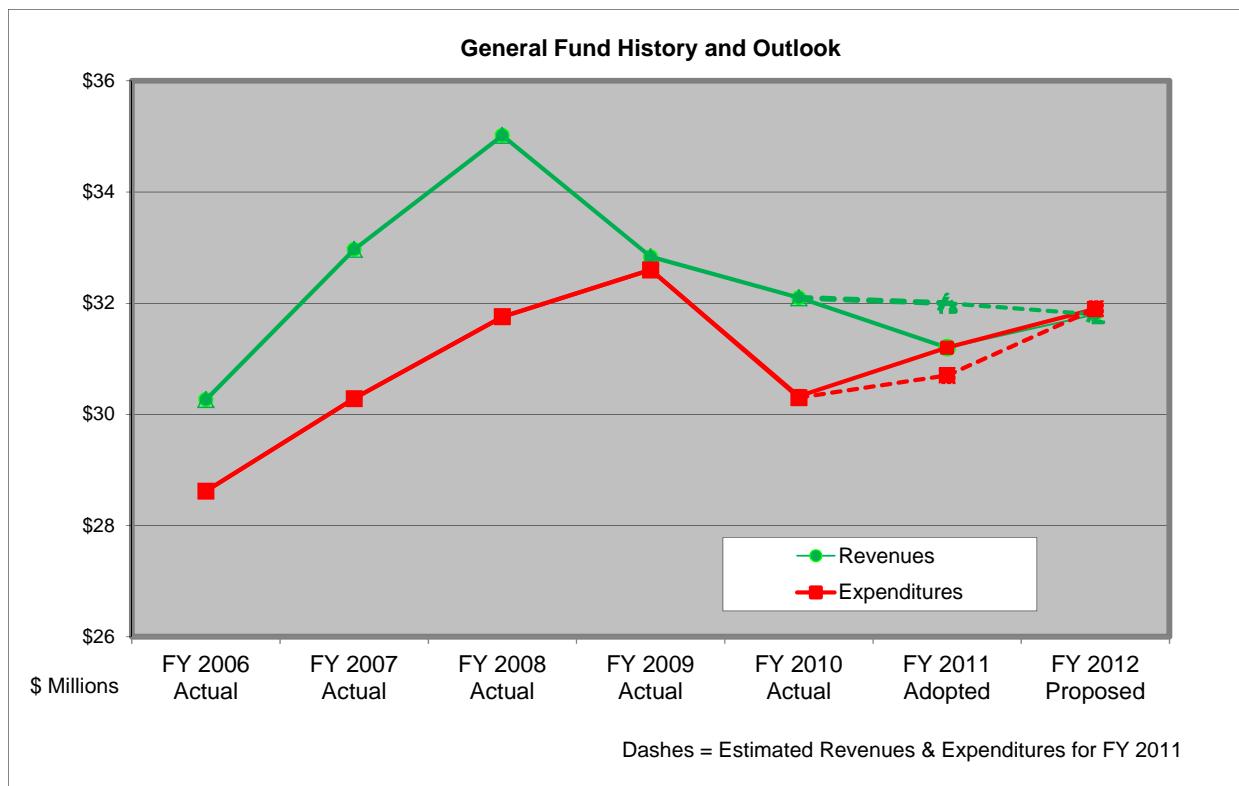
City of Williamsburg Fiscal Year 2012 Proposed Budget

TO: Mayor and City Council
DATE: March 18, 2011
SUBJECT: City Manager's Budget Message

INTRODUCTION

Last year at this time the great recession of 2008 persisted and reflected a continued decline in Williamsburg's budget outlook.

During the first eight months of the current fiscal year, fortunately, the picture has begun to brighten. The chart below tells the story. It shows a steep decline in both income and spending from the peak fiscal year 2008 through 2010, followed by a leveling in fiscal years 2011 and 2012.



Next year we anticipate a modest increase of **1.9%** in adopted General Fund operating revenue, although still **6.5% less** than the budget adopted a full three years ago (Fiscal 2009). It will likely take many years to equal the revenue results in Fiscal 2008 when over \$35 million was collected.



Budget Message

Nevertheless, through these stressful times, Williamsburg has succeeded in at least three ways. It has maintained its financial strength, advanced its ambitious agenda, and focused on measuring performance.

- * As an indicator of financial health, Williamsburg obtained its first general obligation bond rating ever – AA+ Standard & Poor’s and Aa1 Moody’s – and issued \$10.64 million to refund existing debt at an interest rate of 2.75%.
- * As for the ambitious agenda, City Council adopted its Goals, Initiatives and Outcomes for the 2011 and 2012 Biennium in November 2010. The GIOs set forth ten major goals, 78 concrete initiatives, and 69 outcome measures and National Citizen Survey ratings. (See **City Council Goals** Section B)
- * Concerning performance measurement, Williamsburg’s Performance Management System recently won the 2010 Governor’s Technology Award for “IT as Efficiency Driver,” and the 2010 International City/County Management Association (ICMA) Center for Performance Measurement “Certificate of Distinction.” Performance metrics, in addition to the outcome measures in the GIOs, are incorporated into this budget. (See **Performance Metrics** Section C)



Lt. Gov. Bolling Presents Governor's Technology Award

Looking now at the overall picture for the year ahead, the Proposed General Fund Operating Budget can be summarized by:

- Projected Revenues of **\$31,783,737**, up by **1.9%**.
- Planned Spending of **\$31,872,170**, up by **2.2%**.
- Reserves brought forward of **\$88,433** to fund in part appropriated contingencies.
- No recommended change in Tax Rates, no other General Fund fee or tax increases.
- Full time equivalent authorized positions of **183**, reduced from **202** in FY 2009 to **182** in FY 2011.

In the Utility Budget, **\$5,754,250** in operating revenues are projected, a **2.3%** decrease. Recommended is a 2.5% Water and Sewer rate increase, from \$4.20 to **\$4.30** per one thousand gallons, beginning July 2011, per the Five Year Water and Sewer Rate Analysis.

In the General Fund Capital Improvement Program, a total of **\$3,948,000** is projected in new capital spending, plus \$1,144,898 in debt service payments, for a total of **\$5,092,898**. (See **Capital Improvements** Section E)

Budget Message

The combined total of the four funds – General Operating Fund, Utility Fund, Sales Tax/Capital Fund and the Public Assistance Fund – amounts to **\$45,892,081**.

With the above as an overview, the remainder of the Budget Message discusses issues particularly helpful in understanding and reviewing the proposed budget, beginning with General Fund revenue projections.

REVENUE PROJECTIONS

Next year (FY 2012) we forecast General Fund operating revenues of **\$31,783,737**, a **1.9%** increase from the current year (FY 2011) budget amount. Looking at four broad categories:

	Share of Budget	FY 2011 Adopted	FY 2012 Proposed	Change
All Property Taxes	39%	\$ 12,695,020	\$12,355,150	(2.7%)
Other Local Taxes	44%	\$ 13,140,600	\$13,920,600	5.9%
Fees, Charges, Miscellaneous	8%	\$ 2,585,184	\$2,588,177	0.1%
Intergovernmental	9%	\$ 2,761,091	\$2,919,810	5.8%

In the **Budget Guide** (Section F) are detailed explanations of revenues, explaining the legal basis and ten year trends of all revenue sources. The following is a summary of significant revenue changes in next year's budget under the four categories:

1. **Property Taxes.** Property tax projections are based on a total anticipated value of real estate of \$1.756 billion dollars, a decrease from current land book values of 3.9%, reflecting the persistent soft real estate market. Assuming no change in the tax rate of \$.54 per hundred dollars of assessed value, we estimate real property tax collections of \$9,400,000 next year.

Other property taxes include personal property (car tax) and business property. All property taxes (real and tangible) taken together are expected to generate \$12,355,150, a 2.7% decrease.

2. **Other Local Taxes.** Other local sources of taxation include various consumer utility taxes and franchise fees, business licenses, transient lodging and prepared food or "room and meal" taxes. Taken together, other local taxes will generate \$13,920,600, a 5.9% increase from the current year budget amounts.

Budget Message

The estimate for room and meal tax collections totals \$3,400,000 for room tax, a 6.3% increase; and \$5,900,000 for meal tax, a 9.3% increase, from last year's adopted budget. These estimates reflect an upturn from last year's poor performance, but still below 2008 levels. The room tax estimate does not include the \$2.00 destination marketing surcharge for additional tourism promotion, which is a separate line item in the budget of \$1.5 million.

Taken together, all local sources of taxation, property and other local taxes, are expected to generate \$26,275,750, a 1.7% increase from the current year budget.

3. **User Fees, Charges, and Miscellaneous.** This broad category of locally generated revenue is expected to generate \$2,588,177, nearly level with the current year. No changes in fees for licenses and permits, nor for charges for service, are proposed in the budget.
4. **Intergovernmental - Revenue from the Commonwealth.** Revenues from the state government in the amount of \$2,919,810, which includes support for constitutional officers and various categorical grants, are estimated to increase by 5.8%, based on our predictions of final state action on the FY 12 budget.

The estimate of Sales Tax for Education of \$856,098, based on State Department of Education calculations, is up by 10.8%, driving much of the increase in this category.

EXPENDITURE ISSUES

Next year we have proposed General Fund operating expenditures of **\$31,872,170**, an increase of **2.2%** from the current year adopted budget. Broken down in four large categories:

	Share of Budget	FY 2011 Adopted	FY 2012 Proposed	Change
City Departments	54%	\$16,891,441	\$17,052,319	1.0%
Constitutional Officers and Judicial	7%	\$ 2,031,791	\$ 2,216,678	9.1%
Education and Library	25%	\$ 7,744,648	\$8,090,601	4.5%
Outside Agencies	14%	\$ 4,514,015	\$4,512,572	0%

Details on operating expenditures can be found under **Budget Summaries** (Section D). Highlights of significant expenditure issues are divided between "City Operational Issues" and "Outside Agency Issues."

Budget Message

CITY OPERATIONAL ISSUES

1. Staffing. The total number of full time equivalent (FTE) positions authorized in city departments decreased from 202 in FY 09 to 182 in FY 11. The reduction has been and will be accomplished through transfer and reorganization (including the 13 positions transferred to York County as part of the E911 consolidation), job consolidations, and reductions in force. Next year we recommend adding back one police officer position for an FTE total of 183.



City Employees Receive Service Awards

2. Salary Ranges and Pay. No additional funds have been budgeted for general employee pay raises or salary range increases since July 1, 2008, three years ago. The proposed budget includes an allowance of \$175,000 in the General Fund, and a comparable amount in the Utility Fund, for compensation purposes. This amount equals nearly 2% of payroll and payroll driven expenses. It is premature, however, to decide how this allowance should be deployed until we know reliably what will happen with health coverage costs next year, as discussed below.

In principle, if funds are available in the Compensation Allowance after health care is covered, then this money can be deployed for merit pay raises. Per the Personnel Manual, merit pay is awarded based on 1) an employee's annual performance evaluation, 2) the incumbent's standing within the pay range, and 3) known market conditions. For comparison, the Consumer Price Index in calendar 2010 rose 1.7%.

It is important to recognize that our employees have been primarily responsible for the city's strong financial performance since the recession hit. Without any appreciable reduction in service, and with high and still improving performance ratings in the 2010 National Citizen Survey; annual surpluses of \$1.8 million in fiscal 2010 and \$1.3 million estimated in Fiscal 2011, were achieved by the policies of City Council and the performance of city staff.

3. Health Coverage. The city's largely self-insured health care plan through Anthem has risen in cost dramatically in recent years. Over a five year period from 2005 to 2010 employee health care plan costs rose 75%, from \$990,611 to \$1,731,882. The City now pays 84%, and employees pay 16%, of the expense. Last year we issued a Request for Proposal to look at alternative providers and found no taker other than Anthem. For next year, Anthem's preliminary estimate is for another cost increase in the 12% to 15% range. The proposed budget includes an allowance for a 10% increase.

Therefore, the city should

- Wait to get the final premium number from Anthem,
- Take another look at a competitive alternative, specifically by getting a quote from the Commonwealth of Virginia's "Local Choice" program,

Budget Message

- Reassess the city/employee share formulas,
- Reassess plan benefits and features, and
- Make a final determination on health care spending in conjunction with a final determination of the amount available for pay adjustments.

A decision needs to be made by June 15 for July 1 implementation.

4. Virginia Retirement System. The contribution level set by VRS for Williamsburg in fiscal 2012 will remain at 16.44% of payroll. The latest actuarial valuation of our pension plan (2010), however, shows an actuarial accrued liability of \$55.6 million, and an actuarial value of assets of \$42.6 million. The actuaries now deem our plan 76.6% funded. Therefore, we can anticipate an increase in the contribution rate in FY 2013, although the amount is unknown at this time.

OUTSIDE AGENCY ISSUES

Nearly one-half of the city's General Fund budget goes to agencies and activities not under City Council's direct operational control. Funding relationships are often complex, and vary in degrees of funding discretion possible from year to year. The "Notes on Funding Relationship," contained in the **Budget Summaries** and the **Budget Guide** (Sections D and F), help explain the city's role in providing financial support to these agencies and activities.

Background documentation from outside agencies is provided in the Appendix of the Proposed Budget, or provided under separate cover or electronically, as in the case of the School and the Library budgets.

A number of issues concerning outside agency funding requests for the coming year need to be highlighted:

1. **Schools.** Based on the Superintendent's proposed budget, and expectations of State funding, we should expect a city contribution to the operational budget in the amount of \$7.3 million, 4.6% increase from the current year. The final amount will be determined by formula as set forth in the current five-year city/county Joint School Agreement, effective since July 1, 2007.

The city's school population has increased (from 791 to 828), while the county's has been nearly level (from 9,640 to 9,679). City children numbering 828 now account for 7.88% of the children enrolled in the system. Under the Joint School Agreement, in FY 12 the city pays a share equal to its enrollment times a factor of 1.14. So, the city continues to pay a premium to participate in the joint system.



Budget Message

2. **Library.** The Williamsburg Regional Library is funded under the revised library agreement with James City County, effective July 1, 2006. That agreement calls for funding of operational costs based on the proportion of circulation by residency. Based on the library's figures, the city/county circulation ratio to be applied in FY 12 is 16.1% city, and 83.9% county. The Library's proposed budget of \$5,763,840 is a decrease of 0.2%, which will result in an increased city contribution of \$775,576.
3. **Regional Jail.** Funding the city's share of the Virginia Peninsula Regional Jail is expected to be \$1,269,018, up 16% from the current budget. State cuts in jail funding continue to drive up local jail costs. The city share of jail costs is based on the average usage rate over the past five years. Each member jurisdiction (Williamsburg, James City County, York and Poquoson) pays for their share of the inmate population, based on location where the offense occurred and the arresting authority. We expect to pay 18% of local jail costs this coming year.
4. **Health Services.** The four agencies named below provide health services to city residents, workers and visitors. The total recommended funding for FY 12 is \$439,677, nearly level with the current year.



The Peninsula Health District budget request to the city is \$91,038, a 1.5% decrease from the current year.

The Human Services Advisory Board has recommended Olde Towne Medical Center (Williamsburg Area Medical Assistance Corporation or WAMAC) receive funding of \$83,430, the same as the current year; and that the Comprehensive Health Investment Program (CHIP) receive level funding of \$19,349.

Finally, Colonial Behavioral Health, the agency through which the city provides mental health and retardation services to its residents, requests an increase, but level funding in city contribution of \$245,860 is recommended again this year.



City Youth Achievement Participants Win Tae Kwon Do Scholarships

Human Service Agencies. The city's Human Services Advisory Board, as requested by City Council, has evaluated Human Services Agency requests for funding, and made its recommendations to City Council. Their analysis and recommendations are in the Appendix to the Proposed Budget. Proposed for next year is near level with the current year for a total amount of \$81,244.

Budget Message

5. Community and Economic Development Agencies.

Tourism Promotion

The city has supported tourism advertising and promotion through Colonial Williamsburg and the Greater Williamsburg Chamber and Tourism Alliance.

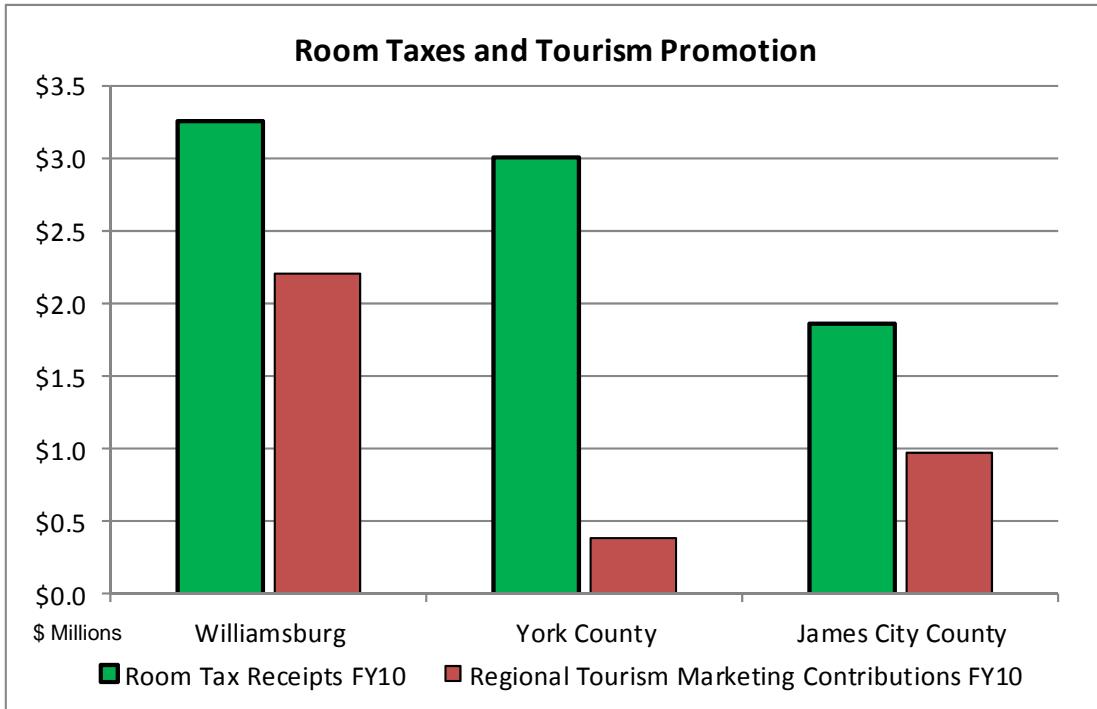
This year Colonial Williamsburg Foundation has requested \$1,300,000, below FY 10 funding and above FY 11 funding. The Greater Williamsburg Chamber and Tourism Alliance, which in turn lends some support to the advertising campaigns of the Williamsburg Area Destination and Marketing Committee (WADMC), has requested an increase to \$725,000. Additionally, the Williamsburg Hotel & Motel Association has requested \$325,000 to support marketing through their gowilliamsburg.com website ("pay per click," and web display ads).



Last year at this time, due to sharp declines in room tax dollars and the inability to make up all the difference from other sources, the city decreased its support for CWF and the Alliance by \$250,000, to \$1.95 million. For the coming year with an improving room and meal tax picture, I recommend that the city fund CWF and the Alliance, two thirds/one third, resulting in \$1.3 million for CWF, and \$650,000 for the Alliance. I am not recommending funding for any new agencies, in this case, for the Hotel/Motel Association. In my view, the city should only support one regional visitation website. The Alliance/WADMC website is visitwilliamsburg.com. Customer confusion and marketplace dilution results from multiple, non-destination driven, regional websites.



In terms of relative contributions to tourism promotion relative to room tax revenue, the chart below demonstrates that the city continues to support regional tourism aggressively through dollars to the destination's biggest driver (Colonial Williamsburg), and to the region's visitor/convention promotion agency (Tourism Alliance). The city continues to carry more than its share of the load.



The proposed budget also includes an estimated \$1,500,000 of pass through funding from the \$2.00 room surcharge to the Williamsburg Area Destination Marketing Committee's campaign. This brings the total city tax dollars for tourism promotion to \$3,450,000.

Economic and Community Development

In addition to tourism promotion, the city support is recommended for a number of other agencies that make important economic development and community development contributions to Williamsburg. These are listed in the Budget Summary section. There are no significant changes from current year allocations, and no new requests have been recommended for funding.

6. **Cultural.** The Williamsburg Arts Commission has again performed the task of receiving, evaluating, and recommending funding for the arts. Their report is copied in the Appendix to the Proposed Budget. They recommend local (Williamsburg, James City County, and state challenge grant) arts funding of \$120,000. Of this amount, the city contribution would be \$55,000.



Budget Message



NEXT STEPS

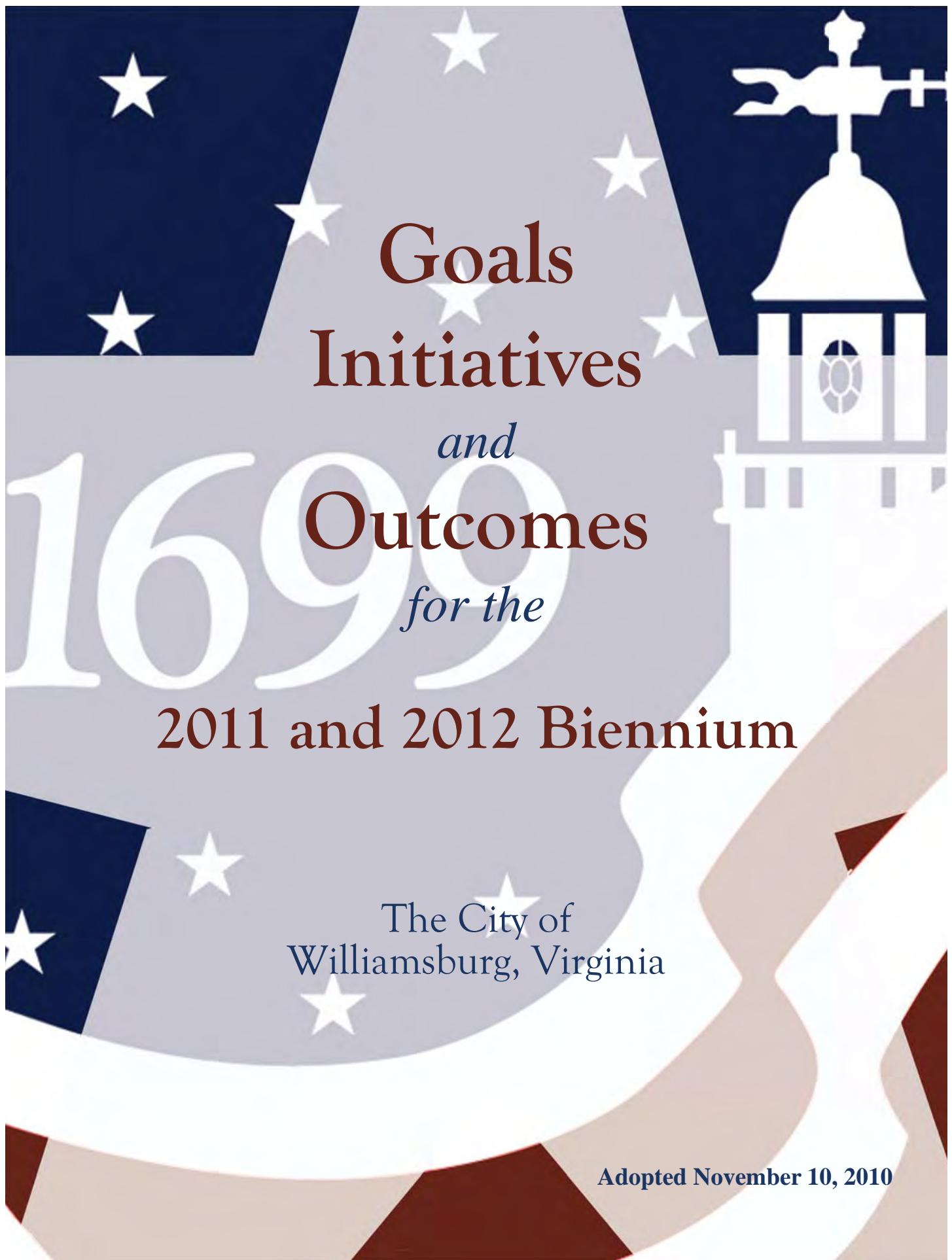
The budget process now moves from the staff level, formation phase, to the Council and public level, adoption phase.

The Budget Work Sessions, principally to look at outside agencies, are scheduled for Monday, March 21 and Tuesday, March 22. The school budget will be reviewed at either the Monday, April 11 City Council work session, or at the Thursday, April 14 City Council meeting depending on availability of the School Board members. The formal budget hearing will be advertised for the April 14 City Council meeting. Adoption is scheduled for the May 12 Council meeting.



Jackson C. Tuttle
City Manager







Introduction



Clyde Haulman
Mayor



Paul Freiling
Vice Mayor



Judith Knudson
Council Member



Scott Foster
Council Member



Douglas Pons
Council Member

CITY OF WILLIAMSBURG VISION

Williamsburg will become an evermore safe, beautiful, livable city of historic and academic renown, served by a city government—cohesively led, financially strong, always improving—in full partnership with the people who live, work and visit here.

To advance the city's vision, every two years the Williamsburg City Council identifies new strategic objectives for city government. Biennial Goals, Initiatives and Outcomes (GIOs) provide an expression of city priorities, as specific and measurable as possible, covering a two year period. Longer term objectives are expressed in terms of what the city hopes to accomplish in the next two years toward that objective.

GIOs are not intended to be a comprehensive list of all city services and activities. Instead, they provide a concrete, coordinated expression of City Council's direction for change and focus in the near future. In that way, they drive city government operating budget and capital budget formation. The 2011/2012 Biennial Goals, Initiatives and Outcomes, adopted in November 2010, guide budget decisions for two fiscal years, that is for FY 12 and FY 13.

Under ten Goal statements 78 specific Initiatives are identified. In addition to the Initiatives, Outcomes from the National Citizen Survey (NCS), and "Desired Outcomes" and Observed Results," provide performance metrics which help assess goal achievement. Williamsburg participated in the NCS in May 2008 and 2010. Reported here are citizen ratings of "Good" or "Excellent" for 69 questions and whether those ratings were "above," "below," or "similar" to the benchmark average of hundreds of other cities and counties across the nation (cross referenced to the page in Williamsburg's NCS Report).

The Biennial GIOs are created in light of a variety of resources including the city's Comprehensive Plan, Five Year Capital Improvement Program (CIP), and Economic Development Strategic Plan; and with input from citizens, city staff, and volunteers. Biennial goal statements directly align with the 2006 Comprehensive Plan goals. Initiative statements with a  symbol directly link to projects in the city's CIP.

Public engagement is vital to the success of this process and is always welcomed. Go to www.williamsburgva.gov/goals for information and a link to our online Open Forum.

Clyde Haulman, Mayor

Jackson C. Tuttle, City Manager



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GOAL I

ENGAGE THE PEOPLE WHO LIVE, WORK AND VISIT HERE IN A FULLER COMMUNITY PARTNERSHIP– COMMUNICATING, PLANNING, IMPLEMENTING, GOVERNING – TO FULFILL WILLIAMSBURG’S VISION FOR THE FUTURE.

GOAL I INITIATIVES

A. Comprehensive Plan Update and Interjurisdictional Coordination

Begin the 2012 Williamsburg Comprehensive Plan update process by October 2011. Coordinate the plan update with James City County and York County, for substantial completion by December 2012. Strive to offer a common plan format and a joint public participation process, coordinated by the Regional Issues Committee.

B. Citizen Communications Strategic Plan

Develop and implement a Communications Strategic Plan by June 2011, which expands access to public information, reinforces transparency of city operations and services, and encourages citizen involvement in governance.

Increase citizens' use of city's e-notification system to 500 participants.



C. City/College (Town/Gown) Relations

Support the work of the Neighborhood Relations Committee which brings together representatives of the College, City, students, landlords, neighborhood residents to strengthen and sustain improved community relations.

Join the International Town & Gown Association (ITGA) with the College of William and Mary to guide and encourage new town/gown initiatives.



D. Stryker Center – City/Library Partnership

Explore and advance the concept of a partnership between the City and the Williamsburg Regional Library to replace the existing Stryker Building to meet the city's governmental needs, and to satisfy unmet demands for civic and community activity space and expanded access to digital and cultural services of the Library. This is the next step in development of the “City Square” municipal center.

The Center could include such features as a City Council chamber and conference room, voter registration, permanent and changing exhibit/gallery, and reception space – all shared with Library uses, such as, educational and arts programming, video production and origination, film screening, and diverse community meeting and activities...A place where citizens interact easily with government and one another.



Community Engagement★ ★ ★ ★ ★

E. Communications Franchises

Negotiate a renewal of the telecommunication's franchises with Verizon and Cox Communications during the biennium.

F. Voter Rights Pre-Clearance

Submit an application to the U.S. Department of Justice and petition the Federal District Court to allow Williamsburg to be exempted from the preclearance process for changing voting and polling locations.

G. City Council Meeting Time of Day

Move City Council Work Sessions from 4:00 p.m. to 7:00 p.m. on Mondays for a six month trial.
Evaluate in April 2011.

Get short, timely messages from City of Williamsburg. Twitter is a rich source of instantly updated information. It's easy to stay updated on an incredibly wide variety of topics. [Join today](#) and follow @WilliamsburgGov.

[Sign Up](#)

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City of Williamsburg
Local Gov 37,270,772
75,690,013

Web RSS feed links...
The City of Williamsburg is home to historic landmarks, preserved institutions like the Colonial Williamsburg Foundation and the College of William & Mary.

100 391 Williamsburg

WilliamsburgGov

Agenda for Feb. 23 Joint meeting of School Board, JCC Board of Supervisors and Williamsburg City Council is online. <http://go.usa.gov/gX1>

YORK COUNTY ISSUED FIRE BAN DUE TO CONDITIONS. REMINDER THAT WILLIAMSBURG CITY CODE PROHIBITS ANY OUTDOOR FIRES WITHOUT PERMIT. <http://go.usa.gov/gRm>

REMEMBER THAT WILLIAMSBURG CITY CODE PROHIBITS ANY OUTDOOR FIRES WITHOUT PERMIT. <http://go.usa.gov/gRm>

The Park Service will reopen Colonial Parkway between Rte 198/Chesterfield Avenue & Parkway Drive noon on Tues Feb 22. <http://tinyurl.com/3qjg7us>

1,772 People Like This

City of Williamsburg

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City of Williamsburg has just posted on our website the agenda for the February 23rd State Street Joint Meeting with James City County Board of Supervisors members and City Council. The meeting at 7am at Legacy Hall, 401 Lafayette Street, Williamsburg, VA 23185. The agenda is available at <http://go.usa.gov/gJgt>.

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City of Williamsburg | Mary Elizabeth Festival

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City of Williamsburg | Arts District Ordinance becomes effective

GOAL I OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results	
Increase the number of website visits by 5% each year.	Website Visits: FY 09 – 237,969 FY 10 – 257,394	Change: - 8.2%
	*Source: Williamsburg IT Office	
Increase the number of online transactions by 5% each year.	Online transactions: FY 06 – 2,829 FY 07 – 3,369 FY 08 – 4,061 FY 09 – 4,288 FY 10 – 4,996	Change: - 19.1% 20.5% 5.6% 16.5%
	*Source: Williamsburg IT Office	
Increase the number of citizens signed up for “E-notify.”	Citizens signed up: FY 08 – 756 FY 09 – 1,686 FY 10 – 1,517	Change: - 123.0% - 10.0%
	*Source: Williamsburg IT Office	
Increase the number of press releases sent out and picked up by media.	Releases Sent FY 10 – 63	Releases Picked Up FY 10 – 109
	*Source: Communications Specialist	
Increase the use social media as a tool for public information dissemination.	Facebook Fans: YTD – 1,185	Twitter Followers: YTD – 239
	*Source: Communications Specialist	
Use attendance at City Council meetings to monitor community engagement.	Work Sessions	Meetings
	*Source: Clerk of Council	
Use participation in Neighborhood Council of Williamsburg to monitor community engagement.	*Source: NCW	

**Citizen Ratings of Goal I Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Opportunities to participate in community matters (p.40)	69%	71%	much above
Opportunities to volunteer (p.40)	80%	86%	much above
Public information services (p.43)	76%	80%	much above



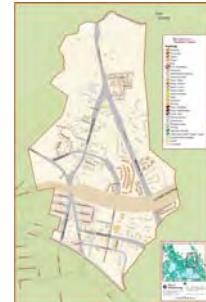
GOAL II

PROTECT AND ENHANCE WILLIAMSBURG'S UNIQUE CHARACTER AS DEFINED BY ITS ICONIC PLACES—THE COLONIAL WILLIAMSBURG HISTORIC AREA AND CAMPUS OF THE COLLEGE OF WILLIAM AND MARY—AND AS REINFORCED BY THE NATURAL AND MANMADE ENVIRONMENT OF ITS BEST ENTRANCE CORRIDORS, OPEN SPACES, AND PEOPLE PLACES.

GOAL II INITIATIVES

A. Vision for Monticello/Lafayette/Richmond Road Area

Create a vision plan for the area centered around Williamsburg and Monticello shopping centers, addressing future retail and residential improvements. This should be part of the 2012 Williamsburg Comprehensive Plan update, and coordinated with the arts district concept (see Goal III, arts district item).



B. Vision for Northeast Triangle of City

Appoint a focus group with representatives from city boards and commissions, citizens, business owners and city staff to develop a vision for the northeast “triangle” of the City (Capitol Landing Road - Merrimac Trail - Second Street), to be used as input for the 2012 Comprehensive Plan update. The focus group needs to complete work by fall 2011.



C. Future Community in Southeast Quadrant

Work with Riverside Healthcare Association to plan and facilitate building high quality, sustainable new city neighborhoods and commercial areas between Quarterpath Road and Route 60 east, with Doctors Hospital of Williamsburg as an anchor. Coordinate development processes with James City County for a seamless new community of regional significance and in keeping with Williamsburg's unique character.



D. Targeted Redevelopment Opportunities

Identify and prioritize redevelopment opportunities for individual underutilized properties, and work with the owners to facilitate new or adaptive reuse projects.

Evaluate regulations and guidelines to determine if revisions would encourage redevelopment in targeted areas of the city.

F. Corridor Beautification

Collaborate with James City and York Counties on efforts led by the Greater Williamsburg Chamber and Tourism Alliance to enhance the Route 60 east corridor from Busch Gardens into the city.



Character of the City★ ★ ★ ★ ★ ★ ★ ★

F. Corridor Beautification (continued)

Improve the pedestrian environment on Richmond Road and Scotland/Prince George Streets from the Deli area to Boundary Street in conjunction with redevelopment projects (Tribe Square, Mama Mias, and Hermes next to Paul's Deli).

Initiate the underground utility wires project on Page Street in fiscal 2012.

Work with CSX to remove litter from CSX right-of-way within the city and the Historic Triangle.

Demolish old fire station building on Ironbound Road and land bank site for a future second fire station.

Replace existing raised median in 2011 at College Corner with granite curb median to better withstand heavy trucks.

L. Open Space Preservation

Actively pursue acquisition of open space and land conservation, either through purchase of ownership or development rights, both in the City and in Waller Mill Reservoir watershed, whenever availability, price and budget capacity align.

Implement the new Heritage Tree Program with periodic progress reports on the success of the program during the biennium.

M. Historic Building Survey

Update the City's design review guidelines using information gathered from the historic building survey, by 2012.



GOAL II OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results												
Open space preserved as the largest single land use category in the City.	<p>In FY 10, there are 2,275 acres (39.5% of total City land area) reserved as open space either as public parks and parkways, College Woods, CWF golf courses or sensitive environmental no-build areas.</p> <p>*Source: City Planning Department</p>												
Overhead power lines replaced with underground lines throughout the City, especially on entrance corridors, at an average rate exceeding 1,000 feet per year since 1980.	<p>Since 1982, 32,250 (6.1 miles) have been placed underground by City action (an average 1,240 feet per year). No additional underground wiring has been placed since FY 08.</p> <p>*Source: City Public Works & Utilities Dept.</p>												
The visual and historic character of the City protected through an active and effective architectural review program.	<p>48% of City land is subject to the Architectural Review Board. ARB total cases and percent approval:</p> <table data-bbox="887 973 1305 1184"> <thead> <tr> <th>Cases</th> <th>% Approved</th> </tr> </thead> <tbody> <tr> <td>FY 06 – 169</td> <td>98%</td> </tr> <tr> <td>FY 07 – 161</td> <td>84%</td> </tr> <tr> <td>FY 08 – 150</td> <td>83%</td> </tr> <tr> <td>FY 09 – 168</td> <td>82%</td> </tr> <tr> <td>FY 10 – 155</td> <td>84%</td> </tr> </tbody> </table> <p>*Source: City Planning Department</p>	Cases	% Approved	FY 06 – 169	98%	FY 07 – 161	84%	FY 08 – 150	83%	FY 09 – 168	82%	FY 10 – 155	84%
Cases	% Approved												
FY 06 – 169	98%												
FY 07 – 161	84%												
FY 08 – 150	83%												
FY 09 – 168	82%												
FY 10 – 155	84%												
Redevelopment, infill, or new development projects continue to refresh the City as indicated by building permits valued at least \$50 million annually issued.	<p>Building permits issued and total value:</p> <p>FY 06 – 252 permits, \$56.4 mil FY 07 – 291 permits, \$43.7 mil FY 08 – 268 permits, \$55.4 mil FY 09 – 200 permits, \$27.0 mil FY 10 – 199 permits, \$22.7 mil</p> <p>*Source: City Codes Compliance Division</p>												



**Citizen Ratings of Goal II Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Overall Quality of Life in Williamsburg (p.7)	78%	87%	much above
Williamsburg as a place to live (p.7)	85%	88%	much above
Overall quality of new development in Williamsburg (p.16)	56%	60%	similar
Overall appearance of Williamsburg (p.16)	88%	91%	much above
Cleanliness of Williamsburg (p.28)	91%	92%	much above
Quality of overall natural environment (p.28)	76%	84%	much above
Preservation of natural areas (p.28)	58%	60%	above





GOAL III

**INCREASE EMPLOYMENT OPPORTUNITIES, INCOME, BUSINESS SUCCESS,
AND CITY REVENUES BY SUPPORTING AND PROMOTING THE CITY'S
HERITAGE TOURISM AND EDUCATION BASE AND OTHER DEVELOPMENT
AND REDEVELOPMENT OPPORTUNITIES.**

GOAL III INITIATIVES

A. Economic Development Strategic Plan Update

Update the Economic Development Strategic Plan for the five year period 2011-2016, including input from the Historic Triangle Collaborative Economic Diversity Report, and incorporate its recommendations into the 2012 Comprehensive Plan.



B. EDA Programs

Implement new or revise existing EDA programs, as needed, to encourage and facilitate redevelopment. These programs may include a façade improvement program, rehabilitation loan program, deal closing fund, and change-of-use loan program.

C. Economic Diversification Strategies

Analyze the City's role in a regional business incubator.

Work with Riverside Healthcare Association to recruit compatible and regional professional service businesses to Class A office space at "Quarterpath at Williamsburg," offering a "hub" location for eastern Virginia – Richmond to Hampton Roads.

D. Tourism Marketing

Invest wisely in tourism promotion in fiscal years 2012 and 2013 through the Colonial Williamsburg Foundation, the Greater Williamsburg Chamber and Tourism Alliance, and the Williamsburg Area Destination Marketing Committee, to increase visitation to Williamsburg.

Support the designation of the Historic Triangle as a "World Heritage" site.



Engage with William and Mary's Tourism Task Force to attract and serve William and Mary related visitors to increase overnight stays and spending in the city.

Promote arts, sports and other special events related tourism (see Goal VIII).

Prepare for and host the 2012 Virginia Municipal League Conference.

Prepare for and host the 2011 Business Expansion and Retention International Conference.



E. Business Assistance and Recruitment

Design and implement a business ambassador program where members of the City Council and Economic Development Authority visit new and existing city businesses.

F. Business Recycling

Encourage business recycling through implementing the business sustainability challenge and award program developed by the City's Green Team by November 2010. Evaluate standards that regulate outside recycling containers.



G. New Retail Guide Deployment

Analyze the economic impact of the Williamsburg Retail and Dining Map at the end of 2011, and determine the return on investment for future printings.

H. Arts and Creative Economy District

Move to the implementation phase of the arts district report as directed by City Council in May 2010, and coordinate this with the 2012 Williamsburg Comprehensive Plan Update and with the plans for the Vision of the Monticello Avenue/Richmond Road Area (see Goal II, first item). Implementation potentially includes adoption of an arts district ordinance that offers incentives and programs, identification of a viable cornerstone project in the district, and the design and launching of a marketing program to attract the "creative economy" to the arts district.



I. Downtown Vibrancy

Develop a coherent vision for a vibrant downtown to include increased commercial and residential uses that will result in more downtown activity (i.e. people living, working, visiting and shopping).



GOAL III OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results
<p>The City advanced as an exceptional tourism destination by supporting the Hospitality Industry's goal of 900,000 hotel room nights sold each year.</p>	<p>Room nights sold in the city: FY 06 – 797,832 FY 07 – 836,360 FY 08 – 812,887 FY 09 – 673,735 FY 10 – 638,880</p>
<p>Increase Colonial Williamsburg Foundation's ticket sales and "visitor gate count."</p>	<p>Ticket Sales: Visitor Gate Count: 2008 – 707,000 2008 – 2 mil 2009 – 660,000 2009 – 1.7 mil</p>
<p>Increase meal tax receipts by 2% annually.</p>	<p>Meal Tax receipts: Change: FY 07 - \$5.9 mil 4.5% FY 08 - \$6.0 mil 2.6% FY 09 - \$5.5 mil -8.0% FY 10 - \$5.6 mil 1.5%</p>
<p>Increase total number of city businesses and start-up businesses in the city.</p>	<p>Total: Start-up: FY 08 – 779 32 FY 09 – 783 20 FY 10 – 783 41</p>
<p>The City's position as a retail center of the region maintained with per capita retail sales growing annually.</p>	<p>Per capita retail sales in the city: FY 06 – \$23,070 FY 07 – \$27,953 FY 08 – \$31,534 FY 09 – \$27,215 FY 10 – \$24,082</p>
<p>A balanced tax base sustained by growing the percent of the taxable land book consisting of commercial property.</p>	<p>The percent of taxable City commercial property on the City's Land Book: FY 06 – 34.8% FY 07 – 34.0% FY 08 – 37.0% FY 09 – 35.7% FY 10 – 36.7% FY 11 – 36.4%</p>

*Source: City Assessor

Economic Vitality



Desired Outcomes	Observed Results
Economic opportunity for the citizens enhanced with per capita personal income growing annually.	<p>Per capita personal income in the city:</p> <p>2004 – \$41,731 2005 – \$42,713 2006 – \$45,778 2007 – \$48,135 2008 – \$49,520</p> <p>*Source: US Department of Commerce, Bureau of Economic Analysis (Wmsbg, JCC combined)</p>
The City's position as a regional employment center maintained by growing the total number of in-city jobs across all industries.	<p>The number of jobs based in the city:</p> <p>FY 05 – 17,043 FY 06 – 16,865 FY 07 – 16,180 FY 08 – 15,269 FY 09 – 14,337</p> <p>*Source: Virginia Employment Commission</p>



**Citizen Ratings of Goal III Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Employment opportunities (p.19)	40%	35%	similar
Shopping opportunities (p.19)	76%	77%	much above
Williamsburg as a place to work (p.19)	53%	60%	much above
Overall quality of business and service establishments in Williamsburg (p.19)	65%	71%	much above
Economic development services (p.18)	48%	49%	above



GOAL IV

PROTECT AND ENHANCE THE QUALITY OF THE CITY'S RESIDENTIAL NEIGHBORHOODS, AND ENCOURAGE THE PROVISION OF AFFORDABLE HOUSING FOR CITY RESIDENTS AND WORKERS.

GOAL IV INITIATIVES

A. Neighborhood Relations and Preservation near College

Continue the work of the new Neighborhood Relations Committee during the biennium to improve the quality of life in the neighborhoods surrounding William and Mary by building and maintaining effective working relationships between the city, college, students, neighbors and landlords.



B. Merrimac Trail Neighborhoods

Focus city staff attention (Human Services, Codes Compliance, Police, Recreation, etc.) on neighborhood stability and social conditions in the Merrimac Trail apartment corridor, collaborating with residents and property owners.



C. Blayton Elderly Housing Expansion

Complete the planning and funding process for expanded elderly and disabled housing on Blayton Building property, with Williamsburg Redevelopment and Housing Authority, and obtain project approvals by the end of the biennium.



D. Incentives for Workforce Housing

Determine, as a part of the 2012 Comprehensive Plan update, the use of zoning incentives to increase the supply of new workforce housing in Williamsburg, particularly in the areas of prospective development such as the southeast quadrant of the City.

E. Residential Electrical Reliability

Obtain remaining easements for the Indian Springs Road electrical reliability project where Dominion is willing to improve electric service reliability by placing overhead wires underground.

F. City/Housing Authority Partnership

Increase partnership between the city and Williamsburg Housing Authority (WRHA) coinciding with the co-location of WRHA administrative offices in the expanded Municipal Building for better project coordination and operational cost savings.



GOAL IV OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results										
<p>Housing stock and neighborhood quality preserved by an active property maintenance enforcement program with a 98% compliance rate.</p>	<p>Number of property maintenance inspections and percent of closed cases brought into compliance:</p> <p>FY 06 – 752 inspections, 100% FY 07 – 1,163 inspections, 100% FY 08 – 1,328 inspections, 100% FY 09 – 1,284 inspections, 100% FY 10 – 2,224 inspections, 100%</p>										
<p>95% of rental inspection program cases brought into voluntary compliance without resorting to court action.</p>	<p>Number of cases closed and brought into voluntary compliance without resorting to court action.</p> <p>FY 06 – 38 cases, 84% compliance FY 07 – 38 cases, 97% compliance FY 08 – 146 cases, 100% compliance FY 09 – 147 cases, 99% compliance FY 10 – 48 cases, 92% compliance</p>										
<p>Increase overall residential assessed values by 2% each year.</p>	<p>Residential values and changes from prior year:</p> <table> <tbody> <tr> <td>FY 07 – \$1,020,862,000</td> <td>16.90%</td> </tr> <tr> <td>FY 08 – \$1,135,685,300</td> <td>11.30%</td> </tr> <tr> <td>FY 09 – \$1,189,627,800</td> <td>4.80%</td> </tr> <tr> <td>FY 10 – \$1,198,319,800</td> <td>.73%</td> </tr> <tr> <td>FY 11 – \$1,162,741,200</td> <td>- 3.00%</td> </tr> </tbody> </table>	FY 07 – \$1,020,862,000	16.90%	FY 08 – \$1,135,685,300	11.30%	FY 09 – \$1,189,627,800	4.80%	FY 10 – \$1,198,319,800	.73%	FY 11 – \$1,162,741,200	- 3.00%
FY 07 – \$1,020,862,000	16.90%										
FY 08 – \$1,135,685,300	11.30%										
FY 09 – \$1,189,627,800	4.80%										
FY 10 – \$1,198,319,800	.73%										
FY 11 – \$1,162,741,200	- 3.00%										
<p>Maintain 50% of housing units in the city at less than \$250,000 to encourage affordability.</p>	<p>In FY 10, 52% of City's 3,000 residential parcels were valued at less than \$250,000.</p>										
<p>Maintain current percentage of William and Mary students living in university housing.</p>	<p>In 2010, 74% of W&M students are housed on campus.</p>										
<p>Decrease to three the number of single family zoned neighborhoods with 50% or more rentals.</p>	<p>In FY 10, six of City's 31 single family neighborhoods were 50% or more rental (Capital Heights 58%, S. England Area 77%, Matoaka Ct. 69%, Pinecrest 56%, W. Williamsburg 71%, W. Williamsburg Heights 54%)</p>										
<p>Increase the number of trained and functioning Neighborhood Response Teams in the City's 8 CERT Sectors.</p>	<p>CERT Trained: FY 10 – 65</p>										



**Citizen Ratings of Goal IV Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Quality of your neighborhood as a place to live (p.7)	78%	81%	above
Sense of community (p.37)	64%	66%	above
Openness and acceptance of the community towards people of diverse backgrounds (p.37)	51%	55%	below
Availability of affordable quality housing (p.14)	20%	30%	much below
Variety of housing options (p.14)	36%	42%	much below





GOAL V

PROVIDE AN EFFECTIVE TRANSPORTATION SYSTEM WHICH IS COMPATIBLE WITH THE FUTURE LAND USE PLAN, SERVES PEDESTRIANS, BICYCLISTS AND MOTORISTS, AND PROMOTES THE EXPANDED USE OF TRANSIT AND RAIL.

GOAL V INITIATIVES

A. Ironbound Road Widening

Advance during the biennium the widening and improvement, including underground wiring, of Ironbound Road from Richmond Road to the Longhill Connector, as the City's next major road widening project scheduled for construction in 2016. Cooperate with VDOT and James City County in the widening of Ironbound Road from the Eastern State Hospital entrance to Monticello Avenue, also to include underground wiring adjoining the property of city residents, for completion in the biennium.

B. Quarterpath at Williamsburg Improvements

Work with Riverside Healthcare to advance the completion of Battery Boulevard between Quarterpath Road and Route 60 East with the Development Plan for Battery Boulevard approved by Planning Commission in fiscal 2011.

C. Traffic Safety Enhancements

Install traffic signals at Richmond Road/Waltz Farm Drive, York Street/Quarterpath Road, and Second Street/Parkway Drive, if and when traffic signal "warrants" (VDOT criteria) are satisfied.

Work with neighborhoods to install traffic calming measures on residential streets.



D. Pedestrian Connection Improvements

Construct sidewalks and other enhancements with particular emphasis on filling in gaps.

- Construct five sidewalk projects in the current Capital Improvement Plan (Richmond Rd., Rte. 199, S Boundary St., S. Henry St., and Nassau St.) before the end of 2011 using Revenue Sharing money.
- Work with the College of William and Mary to coordinate the installation in 2011 of enhanced crosswalks at Ukrops Way using in-roadway-lighting (IRWL) system.
- By the end of the biennium, fill in the remaining sidewalk gaps on two major streets: Ironbound Road between Middle Street and Longhill Road (old Fire Station property), and Richmond Road between Patriot Lane and Waltz Farm Drive (this also requires road, curb and gutter and storm drainage improvements).
- Develop a concept plan for a pedestrian crossing of the CSX railroad near Quarterpath Road.





E. Bike Friendly Community Designation

Apply for certification as a Bike Friendly Community from the League of American Bicyclists in 2011, and consider the following improvements:

- Install bicycle racks in key locations, such as: public buildings, Prince George Parking Garage and Parking Terrace, Prince George Street.
- Install additional signs, as needed, on City streets designated as “shared use.”
- Encourage bicycle parking in site plan review.



F. Passenger Rail Enhancement

Support the work of the State (Department of Rail and Public Transportation), Virginians for High Speed Rail, Amtrak, CSX Railroad, and others to add at least one additional train per day both ways, and to improve on-time reliability to over 75%, by the end of the biennium.



G. Williamsburg Area Transport

Work with Williamsburg Area Transit Authority, James City County and College to continue the Williamsburg Trolley Service after the grant funding expires in 2013, and enhance the service if funding allows.

Support WAT's efforts to implement a weekly/monthly pass program for transit riders.



H. Vision for Transportation Center Expansion

Prepare a concept plan demonstrating how the Transportation Center complex can be expanded north of the tracks on presently vacant property to provide parking and access for more intercity rail service (Amtrak) and perhaps even future light rail service.



GOAL V OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results
Ridership of Williamsburg Area Transport steadily increasing.	<p>Ridership FY 06 – 610,360 FY 07 – 670,939 FY 08 – 770,405 FY 09 – 865,552 FY 10 – 975,161(includes Trolley service)</p> <p>*Source: Williamsburg Area Transport</p>
Ridership on Amtrak passenger rail from the Williamsburg station steadily increasing.	<p>Total ridership for Amtrak from the Williamsburg station FY 05 – 37,450 FY 06 – 37,957 FY 07 – 41,941 FY 08 – 49,685 FY 09 – 48,688</p> <p>*Source: Amtrak</p>
Expand the City's portion of the Regional Bikeway Plan accomplished, which calls for 27.6 miles bike lanes, bike paths, and other facilities.	<p>In 2010 there are 14.9 miles of bike paths, and other facilities in the city (54% of the desired total).</p> <p>*Source: City Planning Department</p>
Safety on public streets improved by reducing the number of accidents with injuries from year to year.	<p>Accidents with injuries within city limits FY 06 – 56 FY 07 – 68 FY 08 – 72 FY 09 – 55 FY 10 – 67</p> <p>*Source: Williamsburg Police Department</p>

**Citizen Ratings of Goal V Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Ease of car travel in Williamsburg (p.9)	68%	71%	much above
Ease of bus travel in Williamsburg (p.9)	43%	57%	much above
Ease of bicycle travel in Williamsburg (p.9)	52%	58%	much above
Ease of walking in Williamsburg (p.9)	67%	73%	much above
Traffic flow on major streets (p.9)	53%	54%	much above
Street repair (p.11)	61%	64%	much above
Street cleaning (p.11)	75%	74%	much above
Street lighting (p.11)	67%	68%	much above
Snow removal (p.11)	71%	49%	much below
Sidewalk maintenance (p.11)	66%	60%	above
Amount of public parking (p.11)	44%	50%	similar



GOAL VI

SECURE AN EVER SAFER COMMUNITY BY ENABLING POLICE, FIRE, EMERGENCY MANAGEMENT AND JUDICIAL OPERATIONS TO PROTECT AND SERVE CITY RESIDENTS, VISITORS, BUSINESSES AND HISTORICAL ASSETS.

GOAL VI INITIATIVES

A. Storm Ready Community Re-Designation

Complete the National Oceanic and Atmospheric Administration (NOAA) "Storm Ready Community" re-certification process by the end of 2011.



B. Quarterpath Quarterpath Emergency Shelter Operations

Develop and implement new shelter management and operational procedures to prepare staff to support emergency shelter operations during major emergencies and natural disasters by summer 2011.

C. Merrimac Trail Neighborhoods Community Policing

Increase Merrimac Trail community participation in neighborhood watch programs to enhance and improve police/community partnerships in an effort to reduce crime and police calls for service in these neighborhoods (also see Goal IV)..



D. Public Safety Physical Fitness

Redesign the physical fitness programs for police and fire personnel to promote physical readiness and overall physical and mental well being, and link fitness standards to individual performance evaluations. (See Goal X)



E. Police Emergency Medical Response

Train six police officers in first responder medical training to reduce response time for basic medical assistance during the biennium.

F. Fire Equipment Replacement

Purchase a replacement fire engine for RE-10 by January 2011, and a new ladder truck (T-10) by January 2012.

G. Fire Station Renovations

Complete fire station renovations to improve the functionality and appearance of office space and living quarters.

H. Emergency Operations Center

Install a full function weather station in the EOC to provide emergency managers with current, accurate, and detailed weather information by June 2011.



GOAL VI OUTCOMES**KEY OUTCOME MEASURES**

Desired Outcomes	Observed Results												
<p>Part I crimes cleared at a rate exceeding that of the national average. (Part I crimes are major crimes such as: murder, rape, robbery, assault, burglary, larceny, and auto theft.)</p>	<p>Clearance rate for Part I crimes:</p> <table> <tr> <td>Williamsburg:</td> <td>National:</td> </tr> <tr> <td>FY 06 – 31.2%</td> <td>23.4%</td> </tr> <tr> <td>FY 07 – 58.5%</td> <td>22.4%</td> </tr> <tr> <td>FY 08 – 45.9%</td> <td>23.5%</td> </tr> <tr> <td>FY 09 – 42.3%</td> <td>24.9%</td> </tr> <tr> <td>FY 10 – 45.2%</td> <td>26.3%</td> </tr> </table> <p>*Sources: Williamsburg Police Department and Federal Bureau of Investigations</p>	Williamsburg:	National:	FY 06 – 31.2%	23.4%	FY 07 – 58.5%	22.4%	FY 08 – 45.9%	23.5%	FY 09 – 42.3%	24.9%	FY 10 – 45.2%	26.3%
Williamsburg:	National:												
FY 06 – 31.2%	23.4%												
FY 07 – 58.5%	22.4%												
FY 08 – 45.9%	23.5%												
FY 09 – 42.3%	24.9%												
FY 10 – 45.2%	26.3%												
<p>Police response to calls for service average under 3 minutes, from dispatch to arrival on scene.</p>	<p>Pending response times are being recalculated due to an error in previous data collection.</p>												
<p>Firefighter and apparatus on scene ready for action in under 8 minutes in 90% of cases, from dispatch to arrival.</p>	<p>Fire response time in 90% of cases was under:</p> <table> <tr> <td>90% under:</td> <td>Avg of all cases:</td> </tr> <tr> <td>FY 06 – 7.0 minutes</td> <td>5.0 minutes</td> </tr> <tr> <td>FY 07 – 7.7 minutes</td> <td>6.0 minutes</td> </tr> <tr> <td>FY 08 – 7.3 minutes</td> <td>5.4 minutes</td> </tr> <tr> <td>FY 09 – 6.5 minutes</td> <td>5.4 minutes</td> </tr> <tr> <td>FY 10 – 7.0 minutes</td> <td>5.1 minutes</td> </tr> </table> <p>*Source: Williamsburg Fire Department</p>	90% under:	Avg of all cases:	FY 06 – 7.0 minutes	5.0 minutes	FY 07 – 7.7 minutes	6.0 minutes	FY 08 – 7.3 minutes	5.4 minutes	FY 09 – 6.5 minutes	5.4 minutes	FY 10 – 7.0 minutes	5.1 minutes
90% under:	Avg of all cases:												
FY 06 – 7.0 minutes	5.0 minutes												
FY 07 – 7.7 minutes	6.0 minutes												
FY 08 – 7.3 minutes	5.4 minutes												
FY 09 – 6.5 minutes	5.4 minutes												
FY 10 – 7.0 minutes	5.1 minutes												
<p>Emergency Medical (EMS) response with Advanced Life Support (ALS) under 8 minutes in 90% of cases, from dispatch to arrival</p>	<p>ALS response time in 90% of cases was under:</p> <table> <tr> <td>90% under:</td> <td>Avg. of all cases:</td> </tr> <tr> <td>FY 06 – 7.9 minutes</td> <td>5.6 minutes</td> </tr> <tr> <td>FY 07 – 8.2 minutes</td> <td>5.8 minutes</td> </tr> <tr> <td>FY 08 – 8.2 minutes</td> <td>5.9 minutes</td> </tr> <tr> <td>FY 09 – 7.3 minutes</td> <td>5.5 minutes</td> </tr> <tr> <td>FY 10 – 8.0 minutes</td> <td>5.2 minutes</td> </tr> </table> <p>*Source: Williamsburg Fire Department</p>	90% under:	Avg. of all cases:	FY 06 – 7.9 minutes	5.6 minutes	FY 07 – 8.2 minutes	5.8 minutes	FY 08 – 8.2 minutes	5.9 minutes	FY 09 – 7.3 minutes	5.5 minutes	FY 10 – 8.0 minutes	5.2 minutes
90% under:	Avg. of all cases:												
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FY 07 – 8.2 minutes	5.8 minutes												
FY 08 – 8.2 minutes	5.9 minutes												
FY 09 – 7.3 minutes	5.5 minutes												
FY 10 – 8.0 minutes	5.2 minutes												
<p>Property loss due to fire of less than .5% of total protected value annually.</p>	<p>Property loss due to fire was:</p> <table> <tr> <td>FY 06 – \$99,970 (.14% loss ratio)</td> </tr> <tr> <td>FY 07 – \$1,293,420 (.17% loss ratio)</td> </tr> <tr> <td>FY 08 – \$196,950 (.21% loss ratio)</td> </tr> <tr> <td>FY 09 – \$892,100 (1.17% loss ratio)</td> </tr> <tr> <td>FY 10 – \$898,763 (1.47% loss ratio)</td> </tr> </table> <p>*Source: Williamsburg Fire Department</p>	FY 06 – \$99,970 (.14% loss ratio)	FY 07 – \$1,293,420 (.17% loss ratio)	FY 08 – \$196,950 (.21% loss ratio)	FY 09 – \$892,100 (1.17% loss ratio)	FY 10 – \$898,763 (1.47% loss ratio)							
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FY 10 – \$898,763 (1.47% loss ratio)													

**Citizen Ratings of Goal VI Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Safety in Williamsburg’s downtown area after dark/during the day (p.22)	78%/97%	80%/95%	much above
Safety in your neighborhood after dark/ during the day (p.22)	77%/95%	84%/96%	much above
Safety from property crimes (p.22)	73%	78%	much above
Safety from violent crimes (p.22)	80%	84%	much above
Police services (p.25)	81%	84%	much above
Fire services (p.25)	94%	96%	much above
EMS services (p.25)	92%	95%	much above
Crime prevention services (p.25)	80%	86%	much above
Fire prevention and education services (p.25)	80%	90%	much above
Traffic enforcement services (p.25)	64%	69%	above
Emergency preparedness (p.25)	69%	78%	much above



GOAL VII

SEEK OPPORTUNITIES AND IMPLEMENT PROGRAMS THAT ADDRESS THE EDUCATIONAL, HEALTH, SOCIAL, ECONOMIC AND WORKFORCE TRAINING NEEDS AND EXPECTATIONS OF CITY RESIDENTS AND WORKERS.

GOAL VII INITIATIVES

A. School Contract Renewal

Analyze funding and governance formulas relative to enrollment, capital needs, and operational costs of the joint K-12 education system with James City County, and consider the alternatives to the joint system, in negotiating an amended five year contract with the County to take effect July 1, 2012.

B. Youth Achievement

Address the needs of at-risk city youth by providing year-round, individual intervention (e.g. tutoring, mentoring), as well as group activities (e.g. Summer Youth Achievement Program, Tae Kwon Do). Work collaboratively with parents, schools and other community partners to report out the 2011-2012 Youth Achievement Program by January 2011.



C. Workforce Development

Use the “Project Employ” grant during the biennium to fund a continuing self-sufficiency team, which will partner with Workforce Investment Act workers at the Workforce Development Center, to provide employment assessment, training, and job placement activities for city residents.

D. Homelessness Prevention and Intervention

Address the economic, social, and emotional needs of individuals and families without reliable housing arrangements in cooperation with the Peninsula Commission on Homelessness and the local Historic Triangle Housing, Employment, and Linkages Project (HELP). Execute a renewed “Peninsula Commission on Homelessness Agreement” by the end of 2010.



E. Senior Support Services

Continue to develop a multi-disciplinary team and community support services that will assist elderly and disabled residents to age safely at home and have emotional, health, recreational, social, and other needs met. Issue a report detailing the Senior Support Program for 2011-2012 by January 2011.





GOAL VII OUTCOMES

KEY OUTCOME MEASURES

Desired Outcomes	Observed Results												
On time graduation rate for W/JCC students of 85%. (Will attempt to obtain data for city students only in future updates.)	<p>W/JCC school system on-time graduation rate:</p> <p>2005-06 – 80% 2006-07 – 78% 2007-08 – 80% 2009-10 - 82%</p> <p>*Source: W/JCC Schools</p>												
3rd grade reading score on the SOL for city students of 95%, as a key indicator of future academic success.	<p>3rd grade reading passing rate for the SOLs at Matthew Whaley Elementary School:</p> <p>FY 06 – 81% FY 07 – 89% FY 08 – 90% FY 09 – 94% FY 10 – 87%</p> <p>*Source: W/JCC Schools</p>												
Exceed statewide success rate of VIEW (VA Incentive for Employment Not Welfare) program participants at finding jobs.	<p>% of participants finding employment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">City:</td> <td style="width: 50%;">State:</td> </tr> <tr> <td>FY 06 – 76%</td> <td>72%</td> </tr> <tr> <td>FY 07 – 88%</td> <td>67%</td> </tr> <tr> <td>FY 08 – 79%</td> <td>58%</td> </tr> <tr> <td>FY 09 – 64%</td> <td>54%</td> </tr> <tr> <td>FY 10 – 64%</td> <td>48%</td> </tr> </table> <p>*Source: Virginia Department of Social Services</p>	City:	State:	FY 06 – 76%	72%	FY 07 – 88%	67%	FY 08 – 79%	58%	FY 09 – 64%	54%	FY 10 – 64%	48%
City:	State:												
FY 06 – 76%	72%												
FY 07 – 88%	67%												
FY 08 – 79%	58%												
FY 09 – 64%	54%												
FY 10 – 64%	48%												
Increase the number of city youth that participate in the city's youth achievement program.	<p>Number of Youth Achievement Program Participants:</p> <p>FY 08 – 23 FY 09 – 36 FY 10 – 61</p> <p>*Source: City Monthly Operating Reports</p>												



**Citizen Ratings of Goal VII Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Educational opportunities (p.33)	78%	85%	much above
Public Schools (p.34)	67%	78%	much above
Availability of affordable quality health care(p.35)	50%	55%	above
Availability of preventive health services (p.35)	52%	60%	above
Health and wellness services (p.36)	65%	73%	much above
Availability of affordable quality child care (p.32)	25%	35%	similar
Services to seniors (p.33)	75%	79%	much above
Services to youth (p.33)	50%	55%	similar
Services to low-income people (p.33)	37%	42%	below





GOAL VIII

ADD TO THE QUALITY AND AVAILABILITY OF RECREATIONAL AND CULTURAL FACILITIES AND PROGRAMMING, AS MIGHT BE TYPICALLY AVAILABLE ONLY IN LARGER COMMUNITIES, TO MEET THE NEEDS AND EXPECTATIONS OF CITY RESIDENTS AND VISITORS.

GOAL VIII INITIATIVES

A. Save Country Road West

Collaborate with Colonial Williamsburg and James City County to retain the portion of the Country Road between the Mounts Bay County Government Complex in Kingsmill and South England Street near the Williamsburg Lodge as a hiking and biking trail under City and County ownership, and complete all necessary agreements in 2011.

B. Civil War Sesquicentennial

Provide leadership and support for the Civil War Sesquicentennial in the Historic Triangle through 2015 per City Council Resolution #09-05. Construct a foot path between Redoubts One and Two and provide additional signage in Redoubt Park, for the 150th anniversary of the Battle of Williamsburg, in 2012.



C. Waller Mill Park

Replace the existing permanent and floating docks with a more functional floating dock; include a new canoe and kayak launching facility and a storage area by March 2012.

Explore adding new self-supporting programs in 2011 and 2012 at the park, such as disc golf, moonlight fishing and children's camps; to enhance enjoyment at the park.



D. Kiwanis Park

Work in partnership with the Kiwanis Club to construct a shelter located where the walkways meet in the center of the softball field complex, and develop the infield portion of the fourth league play softball field for practice/warm up in anticipation of future completion of the four field complex, during the biennium.

E. Quarterpath Park and Recreation Center

Replace the existing lighting on softball fields #1 and #2 with more energy efficient lighting; add energy efficient lighting to the sand volleyball courts, by March 2012. In conjunction with these improvements, the existing lights for ballfield #3 will be retrofitted with computer controls.

Replace the original fencing on softball field #1, and increase the size of the field to make it more usable for all league and tournament play, by March 2012.



F. Neighborhood Parks

Complete improvements to Geddy Park by spring 2011, including bench installation and site cleanup, incorporating the park into Parks and Recreation's park maintenance schedule.

Complete landscaping improvements to Bicentennial Park by spring 2011.

Provide additional playground facilities in the Merrimac Trail area in cooperation with apartment complexes and residents.



G. Friends of the Parks

Develop goals and structure for a city "Friends of the Park" program to coordinate volunteer help for park maintenance; implement by the end of the biennium.

H. Festivals and Sports Marketing Opportunities

Support expansion of various special event opportunities (e.g. arts festivals, sports tournaments, spring garden tours, William and Mary athletics and events, Christmas season events, Civil War Sesquicentennial) in order to add both cultural enrichment for residents and tourism product.



I. City Historic Items Curation

Appoint by the end of the biennium a city curation work group of citizen volunteers and city staff to research and inventory city historical items.

J. Poet Laureate Designation

Designate a "Williamsburg Poet Laureate" for multi-year terms to encourage poetry reading and writing in the greater Williamsburg community.

K. National Recreation and Parks Accreditation

Start the process for submission of the "Notice of Intent to Pursue Accreditation" to Commission for Accreditation of Park and Recreation Agencies (CAPRA); strive to complete the process by the end of the biennium.

L. Williamsburg Visual Arts Center

Execute an option to lease with This Century Art Gallery to build a regional visual arts center at Papermill Creek during the biennium, if This Century Gallery is successful in its capital campaign for the project.





GOAL VIII OUTCOMES

KEY OUTCOME MEASURES

Desired Outcomes	Observed Results								
Active and passive city parks exceed state DCR standard of 10 acres per 1000 population by 150%.	<p>As of FY 10, there are 208 acres of improved active and passive park land in the City (15.7 acres/1,000 population).</p> <p>*Source: City Planning Department</p>								
Continue supporting softball and volleyball sporting tournament opportunities at City facilities.	<p>Tournaments: Participants:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>FY 09 – 13</td> <td>4,318</td> </tr> <tr> <td>FY 10 – 17</td> <td>7,823</td> </tr> </table> <p>*Source: City P&R Department</p>	FY 09 – 13	4,318	FY 10 – 17	7,823				
FY 09 – 13	4,318								
FY 10 – 17	7,823								
Increase daily attendance at the Quarterpath Recreation Center.	<p>Avg. daily attendance at the recreation center:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>FY 09 – 182</td> </tr> <tr> <td>FY 10 – 214</td> </tr> </table> <p>*Source: ICMA Performance Measures</p>	FY 09 – 182	FY 10 – 214						
FY 09 – 182									
FY 10 – 214									
An active library card held by one half of the city's population (including William and Mary students).	<p>Number of library cards issued to Williamsburg residents:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Number</th> <th style="text-align: center;">% of population</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">FY 08 6,399</td> <td style="text-align: center;">48%*</td> </tr> <tr> <td style="text-align: center;">FY 09 6,687</td> <td style="text-align: center;">50%*</td> </tr> <tr> <td style="text-align: center;">FY 10 7,081</td> <td style="text-align: center;">53%</td> </tr> </tbody> </table> <p>*Source: Williamsburg Regional Library</p>	Number	% of population	FY 08 6,399	48%*	FY 09 6,687	50%*	FY 10 7,081	53%
Number	% of population								
FY 08 6,399	48%*								
FY 09 6,687	50%*								
FY 10 7,081	53%								
Williamsburg Farmers' Market annual vendor sales at least \$750,000.	<p>Total vendor sales per season:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>2005 – \$556,342 (\$13 per customer)</td> </tr> <tr> <td>2006 – \$656,086 (\$18 per customer)</td> </tr> <tr> <td>2007 – \$757,362 (\$18 per customer)</td> </tr> <tr> <td>2008 – \$701,156 (\$20 per customer)</td> </tr> <tr> <td>2009 – \$817,357 (\$21 per customer)</td> </tr> </table> <p>*Source: Farmers Market</p>	2005 – \$556,342 (\$13 per customer)	2006 – \$656,086 (\$18 per customer)	2007 – \$757,362 (\$18 per customer)	2008 – \$701,156 (\$20 per customer)	2009 – \$817,357 (\$21 per customer)			
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2006 – \$656,086 (\$18 per customer)									
2007 – \$757,362 (\$18 per customer)									
2008 – \$701,156 (\$20 per customer)									
2009 – \$817,357 (\$21 per customer)									
To increase attendance at the Virginia Arts Festival's annual "Festival Williamsburg" event each year.	<p>Attendance at the annual event was:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>2006 – 3,857 plus 269 students</td> </tr> <tr> <td>2007 – 3,367 plus 275 students</td> </tr> <tr> <td>2008 – 3,335 plus 2,090 students</td> </tr> <tr> <td>2009 – 2,694 plus 2,118 students</td> </tr> <tr> <td>2010 – 3,180 plus 931 students</td> </tr> </table> <p>* Source: Virginia Arts Festival</p>	2006 – 3,857 plus 269 students	2007 – 3,367 plus 275 students	2008 – 3,335 plus 2,090 students	2009 – 2,694 plus 2,118 students	2010 – 3,180 plus 931 students			
2006 – 3,857 plus 269 students									
2007 – 3,367 plus 275 students									
2008 – 3,335 plus 2,090 students									
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2010 – 3,180 plus 931 students									





**Citizen Ratings of Goal VIII Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Recreational opportunities (p.31)	73%	73%	much above
City Parks (p.32)	87%	91%	much above
Recreation programs and classes (p.32)	74%	87%	much above
Recreation centers and facilities (p.32)	74%	86%	much above
Public library services (p.34)	91%	94%	much above
Opportunities to attend cultural activities (p.33)	63%	72%	much above
Availability of paths and walking trails (p.9)	54%	62%	above



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GOAL IX

**BUILD AN EVERMORE SUSTAINABLE AND HEALTHY CITY
PURSUING MULTIPLE STRATEGIES FOR CONSERVATION AND
RESTORATION, AND PROVIDING ESSENTIAL ENVIRONMENTAL
SERVICES RELATED TO DRINKING WATER, WASTE WATER,
STORMWATER AND SOLID WASTE.**

GOAL IX INITIATIVES

A. Stormwater Management and Treatment 

Implement requirements of the State stormwater permit in 2011 and 2012. Complete an annual report outlining activities accomplished in the past year by October each year.

B. VML Platinum Certification

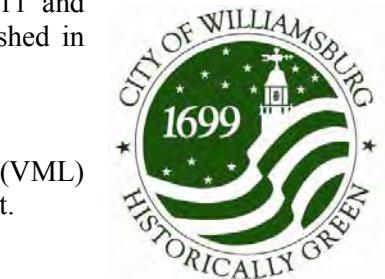
Receive Platinum Certification from Virginia Municipal League (VML) in 2010 and 2011 for the city's green programs, services and effort.

C. Green Challenges and Programs 

Implement business and residential "green challenge" programs, as part of the VML certification process, to encourage residents and businesses to implement green services and practices.

Apply for E4 (Extraordinary Environmental Enterprise) recertification for the Public Works and Utilities Complex with Virginia Department of Environmental Quality and implement an environmental management team review process for city departments during the biennium.

Install 50 more blue crab medallions, an initiative started by HR Storm and VA DEQ, throughout the city to continue to educate the community about public stormwater pollution.



Conduct a drug collection program in the city to prevent potentially dangerous controlled substances from being disposed of in the city's water system in 2011.

Investigate possible tools for assisting the city in tracking and measuring its carbon footprint and use identified tools to measure the city's progress during the biennium.

D. Water Conservation Promotion 

Promote water conservation through various community outreaches – HRWET (Regional) participation, Farmers Market, handouts at office and civic events such as Earth Day.

**E. Drinking Water Safety** 

Design and install a new chemical feed system at the Water Plant meeting Virginia Department of Health water quality regulations by the end of 2011.



F. Southeast Water Tank

Negotiate and execute the comprehensive PPEA agreement with CBI to build the water tank in advance of the Riverside Hospital Project, and complete construction of the water tank by the end of 2011.



G. Sewer System Overflow Prevention

Meet all submittal deadlines and continue sewer system assessment and upgrades as required by the Consent Order with DEQ/EPA.

H. Voluntary Residential Refuse Collection

Expand, on a voluntary basis, the curbside refuse collection option to another neighborhood(s).

I. Municipal Building LEED Certification

Receive LEED certification for the Municipal Building addition project upon its completion.

J. Green Technology and Architectural Standards

Evaluate and make changes to architectural standards to allow more flexibility in green building design, e.g. solar panels and green roofs.

K. Cypress Creek Power Plant

Implement Cypress Creek Power Plant Review Process, as approved by City Council at the August 2010 meeting.





GOAL IX OUTCOMES

KEY OUTCOME MEASURES

Desired Outcomes	Observed Results
Recycle 37.5% of solid waste stream (150% of Virginia's 25% recycling goal).	<p>Waste stream recycled:</p> <p>2005 – 33% (132% of state goal) 2006 – 38% (152% of state goal) 2007 – 35% (140% of state goal) 2008 – 36% (144% of state goal) 2009 – 22% (88% of state goal)*</p> <p>*Source: City Public Works & Utilities Dept.</p>
Drinking water conserved by reducing daily household equivalent consumption below 165 gallon per day.	<p>Water consumed in gallons per day per equivalent household connections:</p> <p>FY 05 – 175 GPD FY 06 – 165 GPD FY 07 – 164 GPD FY 08 – 173 GPD FY 09 – 172 GPD FY 10 – 155 GPD</p> <p>*Source: City Public Works & Utilities Dept.</p>
DNR Certification of Compliance obtained with the Chesapeake Bay Protection Act.	<p>In the most recent compliance review (2005) the city was named an “outstanding local partner” in Chesbay protection.</p> <p>*Source: Chesapeake Bay Local Assistance Dept.</p>
DNR Certification of Compliance obtained with VA Erosion and Sediment Control Law (70 of 100 points needed for certification).	<p>In the most recent Compliance Review (2007) the city scored an average of 93.75 in four program areas earning certification.</p> <p>*Source: Dept. of Conservation and Recreation</p>
Increase residential recycling set-out rate annually	<p>Set-out rate:</p> <p>FY 08 – 40% FY 09 – 44% FY 10 – 42%</p> <p>*Source: City Monthly Operating Report</p>
Increase participation in the City’s Green Business and Residential Challenges each year.	<p>Businesses: Households: FY 11 – 17</p> <p>*Source: City Green Team</p>



Environmental Sustainability



Citizen Ratings of Goal IX Outcomes from 2008 and 2010 NATIONAL CITIZEN SURVEY

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Sewer services (p.30)	86%	82%	much above
Drinking water (p.30)	64%	73%	above
Storm drainage (p.30)	67%	70%	much above
Yard waste pick-up (p.30)	80%	76%	much above
Recycling (p.29)	74%	81%	similar
Garbage collection (p.25)	91%	79%	similar





GOAL X

CONTINUOUSLY IMPROVE THE PERFORMANCE OF THE CITY GOVERNMENT ORGANIZATION FOR GREATER FISCAL STRENGTH AND EFFECTIVENESS IN OUTCOMES.

GOAL X INITIATIVES

A. Budget Reset - The New Normal

Make revenue choices and spending priorities in the Fiscal Year 2012 and 2013 city operating budgets which will be financially sustainable and fiscally sound in the post-recessionary environment, while still accomplishing the city's ambitious goals, and reflecting the priorities of the community. End fiscal years 2011 and 2012 with an annual operating surplus in excess of \$1 million.



B. Leadership Philosophy of Full Engagement

Engender a workplace culture where all employees take increasing ownership for the effectiveness of city government and outcomes in the community. Hold a third High Performance Organization week long class. Emphasize a leadership philosophy of enabling and energizing all city staff, led by the department head level "Strategic Planning Team," over the biennium.



C. Performance Measurement System Development

Expand the use of automated performance data "dashboards" throughout the city organization. Communicate performance and outcome information, including continuously updated "live" dashboards, to the citizenry and to City Council. Retain ICMA Center for Performance Management "Certificate of Distinction."

D. Geographic Information System Advances

Build the GIS database for the utility operations, using GIS data to better analyze patterns of water consumption and sanitary overflow. Convert the Zoning Maps to fully integrate with GIS. Upgrade system to the latest version of the software, and build up the public facing GIS website.



E. Employee Wellness and Medical Cost Containment

Develop and implement a coordinated, city wide wellness program by June 2011, to encourage health and wellness of employees and their dependents. Employ both education and health insurance related incentives for the program, including the areas of nutrition, physical fitness, and lifestyles choices.





GOAL X OUTCOMES

KEY OUTCOME MEASURES

Desired Outcomes	Observed Results
Excellence in Financial Reporting and Budget Presentation as indicated by obtaining Government Finance Officers Association (GFOA) annual professional awards.	<p>During 2010 the City received the 24th consecutive Certificate of Achievement for Financial Reporting and the Distinguished Budget Presentation Award for the 18th consecutive year.</p> <p>*Source: City Finance Department</p>
Exceed budget expectations by having operating revenues exceed operating expenditures each year.	<p>Annual operating revenues exceeding expenditures:</p> <p>FY 05 – \$1.2 mil FY 06 – \$1.6 mil FY 07 – \$2.7 mil FY 08 – \$3.3 mil FY 09 – \$.23 mil FY 10 – \$1.8 mil</p> <p>*Source: City Finance Department</p>
Maintain sound fiscal health by exceeding city's 35% operating reserve policy.	<p>% undesignated fund balance:</p> <p>FY 05 – 66.3% FY 06 – 60.0% FY 07 – 72.9% FY 08 – 72.7% FY 09 – 66.5% FY 10 – 59.2%</p> <p>*Source: City Finance Department</p>
Maintain annual Employee Turnover Rate of 10% or less of the permanent workforce.	<p>Annual Turnover Rate:</p> <p>FY 08 – 9.5% FY 09 – 8.0% FY 10 – 6.8%</p> <p>*Source: Human Resources</p>
Reduce Employee Sick Leave used per total hours worked to 2% or less.	<p>Annual sick leave used:</p> <p>FY 08 – 3.1% FY 09 – 2.6% FY 10 – 3.3%</p> <p>*Source: Human Resources</p>
Reduce number of Auto and General Liability claims paid annually to 10 or less.	<p>Auto and General Liability Claims paid:</p> <p>FY 08 – 18 FY 09 – 9 FY 10 – 18</p> <p>*Source: Finance Department</p>



City Organizational Leadership



Desired Outcomes	Observed Results						
Reduce annual increase in employee health insurance claims paid to less than 5%.	<p>Health claims paid:</p> <table> <tr> <td>FY 08 – \$1,301,672</td> <td>6.1%</td> </tr> <tr> <td>FY 09 – \$1,608,999</td> <td>23.6%</td> </tr> <tr> <td>FY 10 – \$1,731,882</td> <td>7.6%</td> </tr> </table> <p>*Source: Human Resources</p>	FY 08 – \$1,301,672	6.1%	FY 09 – \$1,608,999	23.6%	FY 10 – \$1,731,882	7.6%
FY 08 – \$1,301,672	6.1%						
FY 09 – \$1,608,999	23.6%						
FY 10 – \$1,731,882	7.6%						
Employee training accomplished as a percent of all employees: QUEST Employee Orientation (100%), SELF Supervisory training (25%), and High Performance Organization training (80%).	<p>As of FY 10, the following percent of all employees attended QUEST (97%), SELF (31%), and HPO (37%).</p> <p>*Source: City Human Resources Office</p>						



**Citizen Ratings of Goal X Outcomes
from 2008 and 2010
NATIONAL CITIZEN SURVEY**

Measure	Percent Rated “Good” or “Excellent”		Compared to National Benchmark
	2008	2010	
Knowledge of city employees (p.49)	90%	83%	much above
Responsiveness of city employees (p.49)	91%	77%	much above
Courtesy of city employees (p.49)	91%	85%	much above
Overall impression of city employees (p.49)	91%	79%	much above
Services provided by city (p.47)	75%	82%	much above



Matrix of Primary and Secondary Goal Categories	FY 2012 Capital Project	X = Primary Category				✓	= Secondary Category				
		Community Engagement	Character of the City	Economic Vitality	Neighborhoods and Housing		Transportation	Public Safety	Education and Human Services	Recreation and Culture	Environmental Sustainability
I. Community Engagement											
Comprehensive Plan Update & Interjurisdictional Coordination		X	✓	✓	✓	✓	✓	✓	✓	✓	
Citizen Communications Strategic Plan		X	✓	✓	✓	✓	✓	✓	✓	✓	
City/College (Town/Gown) Relations		X	✓	✓	✓	✓			✓	✓	
Stryker Center - City/Library Partnership	¶	X	✓					✓	✓	✓	
Communications Franchises		X			✓			✓		✓	
Voters Rights Pre-Clearance		X									
City Council Meeting Time of Day		X								✓	
II. Character of the City											
Vision for Monticello/Lafayette/Richmond Road Area		✓	X	✓	✓	✓	✓	✓			
Vision for Northeast Triangle of City		✓	X	✓	✓	✓	✓	✓			
Future Community in Southeast Quadrant		X	✓	✓	✓	✓	✓	✓	✓	✓	
Targeted Redevelopment Opportunities		X	✓	✓	✓						
Corridor Beautification	¶	X	✓	✓		✓					
Open Space Preservation		X	✓	✓	✓				✓	✓	
Historic Building Survey		X	✓	✓							
III. Economic Vitality											
Economic Development Strategic Plan Update		✓	✓	X	✓	✓			✓	✓	
EDA Programs			✓	X	✓						
Economic Diversification Strategies			✓	X				✓		✓	
Tourism Marketing			✓	X			✓	✓		✓	
Business Assistance and Recruitment			✓	X						✓	
Business Recycling		✓	✓	X						✓	
New Retail Guide Deployment			✓	X						✓	
Arts and Creative Economy District		✓	✓	X	✓				✓		
Downtown Vibrancy			✓	X					✓		
IV. Neighborhoods and Housing											
Neighborhood Relations and Preservation near College		✓	✓	✓	X						
Merrimac Trail Neighborhoods		✓	✓		X		✓	✓	✓		
Blayton Elderly Housing Expansion		✓	✓		X			✓	✓	✓	
Incentives for Workforce Housing			✓	✓	X						
Residential Electrical Reliability				✓	X						
City/Housing Authority Partnership		✓			X			✓		✓	

Matrix of Primary and Secondary Goal Categories	FY 2012 Capital Project	X = Primary Category				✓ = Secondary Category					
		Community Engagement	Character of the City	Economic Vitality	Neighborhoods and Housing						
V. Transportation											
Ironbound Road Widening		✓	✓	✓	✓	X	✓				
Quarterpath at Williamsburg Improvements		✓	✓	✓	✓	X	✓				
Traffic Safety Enhancements		✓			✓	X	✓				
Pedestrian Connection Improvements	■■■	✓	✓	✓	✓	X	✓		✓	✓	
Bike Friendly Community Designation		✓	✓	✓	✓	X	✓		✓	✓	
Passenger Rail Enhancement		✓	✓	✓		X				✓	
Williamsburg Area Transport		✓	✓	✓		X	✓	✓		✓	
Vision for Transportation Center Expansion		✓	✓	✓		X				✓	
VI. Public Safety											
Storm Ready Community Re-Designation		✓	✓	✓			X				
Quarterpath Emergency Shelter Operations		✓	✓				X				
Merrimac Trail Neighborhoods Community Policing		✓			✓		X	✓			
Public Safety Physical Fitness		✓					X	✓	✓		
Police Emergency Medical Response		✓	✓				X				✓
Fire Equipment Replacement	■■■	✓					X				
Fire Station Renovations		✓	✓				X				
Emergency Operations Center		✓	✓				X				
VII. Education and Human Services											
School Contract Renewal		✓						X			✓
Youth Achievement								X			✓
Workforce Development		✓	✓	✓				X			
Homelessness Prevention and Intervention		✓		✓				✓	X		
Senior Support Services		✓	✓		✓				X		

Matrix of Primary and Secondary Goal Categories	FY 2012 Capital Project	X = Primary Category				✓	= Secondary Category				
		Community Engagement	Character of the City	Economic Vitality	Neighborhoods and Housing		Transportation	Public Safety	Education and Human Services	Recreation and Culture	Environmental Sustainability
VIII. Recreation and Culture											
Save Country Road West		✓	✓			✓			X	✓	
Civil War Sesquicentennial		✓	✓			✓			X	✓	
Waller Mill Park	■		✓	✓					X	✓	
Kiwanis Park			✓	✓					X		
Quarterpath Park and Recreation Center	■		✓	✓					X	✓	
Neighborhood Parks			✓	✓					X		
Friends of the Parks			✓						X	✓	
Festivals and Sports Marketing Opportunities				✓					X	✓	
City Historic Items Curation			✓						X	✓	
Poet Laureate Designation									X	✓	
National Recreation and Parks Accreditation									X	✓	
Williamsburg Visual Arts Center		✓	✓	✓					X	✓	
IX. Environmental Sustainability											
Stormwater Management and Treatment	■									X	
VML Platinum Certification		✓	✓	✓	✓	✓			✓	X	
Green Challenges and Programs	■	✓	✓	✓	✓				✓	X	
Water Conservation Promotion	■	✓	✓		✓					X	
Drinking Water Safety	■		✓	✓	✓					X	
Southeast Water Tank	■		✓	✓						X	
Sewer System Overflow Prevention	■									X	
Voluntary Residential Refuse Collection		✓	✓		✓					X	
Municipal Building LEED Certification	■		✓							X	
Green Technology and Architectural Standards	■	✓	✓	✓	✓					X	
Cypress Creek Power Plant		✓								X	
X. City Organizational Leadership											
Budget Reset - The New Normal		✓	✓	✓	✓	✓	✓	✓	✓	X	
Leadership Philosophy of Full Engagement		✓	✓							X	
Performance Measurement System Development		✓	✓	✓	✓	✓	✓	✓	✓	X	
Geographic Information System Advances				✓	✓	✓	✓		✓	X	
Employee Wellness and Medical Cost Containment		✓							✓	X	



INTRODUCTION

THE CITY'S VISION

Williamsburg will become an evermore safe, beautiful, livable city of historic and academic renown, served by a city government-cohesively led, financially strong, always improving-in full partnership with the people who live, work and visit here.

DEPARTMENTAL BUDGET SUMMARY AND PERFORMANCE METRICS

The preceding section on Biennial Goals and Initiatives links the City Council ten broad goals to specific accomplishments of 78 initiatives and to the Capital Improvement Program. Further, the preceding section identifies desired community outcomes and observed results which relate to each goal.

This next section aligns budget and performance data to the operating departments of the city. For each department a summary page includes the department mission and expenditures and staffing, covering four years. Importantly, desired community outcomes related to each department, and observed results, are shown. Many of these measures parallel the measure arrayed under the nine goals in the preceding section, including the use of the National Citizen Survey™ results.

Finally, under each department are the budgetary Cost Centers which comprise that department. Detailed here is information on four years of expenditures and staffing, and performance trends, projections, and targets. Performance metrics – including workload measures, efficiency measures and other useful indicators of performance – are shown with operating data for the last two fiscal years, the projected number for the current year, and the target or expected number for next year.



Performance Metrics

OFFICE OF CITY MANAGER

Jackson C. Tuttle, City Manager

Mission

To provide leadership, strategic direction, and administrative oversight to all aspects of City operations.

Cost Centers

- | | | |
|--|---|-------------------------|
| 1. City Manager
-Administration
-Human Resources | 2. Clerk / Communications
-Clerk of Council
-Communications | 3. Economic Development |
|--|---|-------------------------|

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
City Manager	546,745	3.5	469,495	3.5	498,297	3.5	504,226	3.5
Human Resources	127,319	1	134,539	1	162,211	1	157,960	1
Clerk of Council / Comm.	102,429	2	157,291	2	163,929	2	167,886	2
Economic Development	121,684	1	122,607	1	124,888	1	129,611	1
Total	898,177	7.5	883,932	7.5	949,325	7.5	956,683	7.5

Outcomes and Results

Desired Outcome

Implement all 69 initiatives in City Council's 2009/2010 Biennial Goals and Initiatives document.

Maintain an "overall quality of life" in Williamsburg higher than national benchmark on the National Citizen Survey.

Maintain excellent financial condition as evidenced by an unreserved General Fund balance of 35% of the annual budget.

Results

August 2010 update showed 34 completed, 25 progressing on schedule, and 10 behind schedule.

Latest National Citizen Survey from June 2010 revealed 87% of citizens rated City "good" or "excellent", and much above National Benchmark.

Latest FY2010 Comprehensive Annual Financial Report's unreserved fund balance was \$19.0 million, or 59% of General Fund operating revenues.

Office of City Manager Cost Centers:City Manager

	FY 2009	FY 2010	FY 2011	FY 2012
Expenditures	Actual	Actual	Budget	Proposed
Personnel	483,321	417,816	434,502	443,531
Operating	57,947	51,420	59,795	60,695
Capital Outlay	5,477	259	4,000	0
Total	546,745	469,495	498,297	504,226

Staffing

City Manager	1	1	1	1
Assistant City Manager	1	1	1	1
Human Resource Specialist	1	1	1	1
Administrative Assistant	1	1	1	1
Administrative Aide	.5	.5	.5	.5
Total	4.5	4.5	4.5	4.5

Performance Trends and Targets

	FY 2009	FY 2010	FY 2011	FY 2012
Performance Measures	Actual	Actual	Projected	Target
Citywide employee turnover rate	8.0%	6.8%	10%	10%
Citywide sick leave use rate	2.54%	3.26%	3.32%	2.5%
Percent of Employees who completed:				
Quest 5-day Orientation	90%	97%	98%	98%
S.E.L.F. Supervisory Training	26%	31%	37%	44%
High Performance Organization Training	38%	36%	36%	55%
Ethics Training	98%	98%	99%	100%
Deferred Comp. Voluntary Participation	72%	73%	74%	75%
OSHA reportable injuries/incidents	25	30	20	10

Performance Metrics

Clerk of Council / Communication

Expenditures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Budget	Proposed
Personnel	93,451	143,058	147,329	148,986
Operating	8,978	13,834	16,100	8,900
Capital Outlay	0	399	500	0
Total	102,429	157,291	163,929	167,886

Staffing

Clerk of Council	1	1	1	1
Communications Specialist	1	1	1	1
Total	2	2	2	2

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Projected	Target
Number of open Council meetings	28	35	30	30
Number of closed Council meetings	9	16	10	15
Number of Resolutions	23	13	16	15
Number of Ordinances	20	22	25	20
% of City Council minutes completed prior to next monthly meeting	100%	100%	100%	100%
City Council Meeting — Citizen Attendance	n/a	n/a	166	200
City Council Work Session — Citizen Attendance	n/a	n/a	114	120
Boards & Commissions vacancy rate	2%	4%	0%	0%
Total Agenda Printing Cost Savings	n/a	n/a	\$2,500	\$3,000
Number of Press Releases	32	63	65	68
Number Signed Up for E-Notify	1,686	1,517	1,700	1,700
Number of E-Notifications Sent	232	274	280	300

Performance Metrics

Economic Development

Expenditures	* FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Budget	Proposed
Personnel	104,640	103,658	105,988	110,711
Operating	17,044	18,949	18,900	18,900
Capital Outlay	0	0	0	0
Total	121,684	122,607	124,888	129,611

Staffing

Economic Development Director	1	1	1	1
Total	1	1	1	1

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Projected	Target
Visits with existing businesses	76	205	100	100
Redevelopment opportunities supported	16	25	15	15
Value of Commercial construction	\$12.6M	\$3.7M	\$15M	\$5M
Number of businesses in City	783	783	785	800
Number of new business startups	20	41	28	25
Marketing events and missions	52	92	70	50
Business Prospects Assisted	72	75	30	50
Number of ED grants Awarded	8	5	5	8

Performance Metrics

FINANCE DEPARTMENT

Philip Serra, CPFO, Director of Finance

Mission

To provide exceptional stewardship and safeguarding of City assets by maintaining financial management, reporting and internal control systems, with accountability to the public in a responsible and timely manner.

Cost Centers

1. Finance
2. Real Estate Assessments

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Finance	696,268	9	701,853	9	723,382	9	729,821	9
Real Estate Assessments	160,044	2	160,031	2	163,982	2	169,110	2
Total	856,312	14	861,884	14	887,364	14	898,931	14

Outcomes and Results

Desired Outcome

Receive (1) the GFOA Certificate of Achievement for Excellence in Financial Reporting; and (2) the GFOA Distinguished Budget Presentation Award.

Maximize yield on investments in the low interest rate environment, while also maintaining City policy requirements of safety and liquidity.

Achieve strong property tax collection rates each year.

Results

Received 24th consecutive GFOA financial reporting award in February 2010; received 18th consecutive GFOA budget award in October, 2010.

In July 2010 re-invested \$3 Million in 3 FDIC insured certificates of deposit, with a weighted average yield of 1.08%, with balance of City's portfolio remaining in State Local Gov't Investment Pool.

Real estate collection rates for FY 2010 were 97.9%, with personal property collections of 96.2%.

Finance Cost Centers:Finance

	FY 2009	FY 2010	FY 2011	FY 2012
Expenditures	Actual	Actual	Budget	Proposed
Personnel	642,189	652,919	666,386	675,116
Operating	51,575	48,034	55,105	54,705
Capital Outlay	2,503	900	0	0
Total	696,267	701,853	721,491	729,821

Staffing

Director of Finance	1	1	1	1
Deputy Director of Finance	1	1	1	1
Purchasing Agent	1	1	1	1
Utility Technician	1	1	1	1
Financial Technician	5	5	5	5
Total	9	9	9	9

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
Performance Measures	Actual	Actual	Projected	Target
Total bills processed	42,743	43,100	43,300	44,000
# consecutive years received GFOA financial reporting award	23	24	25	26
# consecutive years received GFOA budgeting award	17	18	19	20
# vendor payments processed	6,259	6,997	7,000	7,100
# payroll checks processed	6,795	6,139	6,700	6,600
Personal property tax collection rate	97.6%	96.2%	98.0%	98.0%
Real estate tax collection rate	98.9%	97.9%	98.0%	98.0%
Average rate of investment return	1.63%	.86%	.36%	.40%

Performance Metrics

Real Estate Assessments

	FY 2009	FY 2010	FY 2011	FY 2012
Expenditures	Actual	Actual	Budget	Proposed
Personnel	144,261	144,312	147,854	153,582
Operating	15,783	15,719	16,128	15,528
Capital Outlay	0	0	0	0
Total	160,044	160,031	163,982	169,110

Staffing

Real Estate Assessor	1	1	1	1
Assessment Technician	1	1	1	1
Total	2	2	2	2

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
# real property (RE) parcels assessed	4,396	4,457	4,400	4,450
# RE transfers (non-timeshare)	242	277	250	350
Residential assessment to sales ratio	97%	101%	102%	100%
# information requests - (assessor@williamsburgva.gov)	123	111	100	120
# information requests - office / phone	2,250	2,932	2,300	2,400
# information requests - tax relief program	15	32	30	35
# participants in tax relief program	7	9	10	12
# assessment appeals - office/phone/letter/fax/email	245	129	120	100
# assessment appeals changed	70	50	55	50
Board of Equalization (BOE) appeals	24	15	15	5
BOE appeals changed	6	8	8	0

INFORMATION TECHNOLOGY DEPARTMENT

Mark Barham, Director

Mission

To provide exceptional information technology systems and services to our customers, both internal and external, that support the mission of the City of Williamsburg in an efficient and cost-effective manner.

Expenditures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Budget	Proposed
Personnel	260,730	263,204	269,890	278,557
Operating	373,171	298,947	285,900	320,800
Capital Outlay	28,406	9,787	5,000	59,300
Total	662,307	571,938	560,790	658,657

Outcomes and ResultsDesired OutcomeResults

Expand the use of the City's web site to conduct City business by increasing eGov transactions and online payments at least 10% annually .

eGov transactions were up by 708, or 16.5% for FY2010, with total receipts of \$564K, up 14.6% from FY2009.

Increase citizen visitation to the City Website, as reported by the National Citizen Survey.

67% of respondents indicated that they had visited the City website at least once during FY 2010.

Increase functionality of city-wide Performance Measurement System. Continue to develop dashboards for staff.

Dashboards were developed for all department heads during early FY 2011. Dashboards have been developed for 5% of supervisory staff.

Performance Metrics

Information Technology

Staffing

Information Technology Director	1	1	1	1
Systems Analyst	1	1	1	1
Systems Technician	1	1	1	1
Total	3	3	3	3

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Total # of Helpdesk requests	794	981	900	950
% of Helpdesk requests resolved within 24 hours	69%	93%	90%	94%
Total # website visits	237,971	257,394	260,000	275,000
Total # of eGov transactions	4,288	4,996	4,500	5,000
Total dollar amount of eGov transactions	\$491,953	\$563,802	\$550,000	\$600,000
Total # of outside security breaches (unauthorized intrusion, virus, malware, etc.)	0	0	0	0
Ave. Wmsbg WiFi visitors / day	76	115	110	120

POLICE DEPARTMENT

David C. Sloggie, Chief of Police

Mission

To work in partnership with the citizens of Williamsburg, providing a safe and secure environment consistent with community values, with an emphasis on responsive community based policing, integrity, fairness and professionalism.

Cost Centers

- | | | |
|--|---------------------------------|-------------------|
| 1. Law Enforcement Operations
-Support Services
-Uniformed Bureau
-Investigative Bureau | 2. Public Safety Communications | 3. Parking Garage |
|--|---------------------------------|-------------------|

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Law Enforcement Operations	3,446,841	40	3,280,126	38	3,474,619	39	3,469,473	40
*Public Safety Communications	709,405	13	527,933	0	533,000	0	512,750	0
Parking Garage	117,667	1	108,796	1	120,416	1	120,237	1
	4,273,913	54	3,916,855	39	4,128,035	40	4,102,460	41

**City became part of consolidated E-911 operations with neighboring York County July, 2009*

Outcomes and ResultsDesired Outcome

All citizens perceive Williamsburg as a "safe" community.

Results

84% of June 2010 National Citizen Survey (NCS) respondents rated Williamsburg neighborhoods as "safe" walking alone in their neighborhood after dark, 96% during the day.

Citizens perceive the quality of police services as good to excellent.

84% of June 2010 NCS respondents police services as good to excellent, above the national comparison.

Maintain a Part I crime clearance rates in excess of national averages.

FY 2010 Part I crime clearance rate was 45%, compared with latest national published rate of 30.7%.

Maintain less than 3.5 minute average response time for calls for service.

The average Police response time for emergency calls is 3.3 minutes.

Performance Metrics

Police Department Cost Centers:

Law Enforcement Operations

Expenditures	FY 2009 Actual	FY 2010 Actual	FY 2010 Budget	FY2012 Proposed
Personnel	2,934,229	2,855,892	3,003,169	3,006,923
Operating	498,364	410,648	458,250	453,350
Capital Outlay	14,248	13,586	13,200	9,200
Total	3,446,841	3,280,126	3,474,619	3,469,473

Staffing

Chief of Police	1	1	1	1
Deputy Chief of Police	1	1	1	1
Sworn Police Officers	34	32	33	34
Administrative Secretary	1	1	1	1
Records Clerk	1	1	1	1
Parking Enforcement Officer	2	2	2	2
Total	40	38	39	40

Performance Trends and Targets

Performance Measures	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY2012 Target
Citizen survey rating the quality of police services (4.0 = very good)	-	-	4.2	4.2
Average response time for calls for services (minutes)	-	3.5	3.3	3.5
Clearance Rate for Part I Crimes *	42%	45%	60%	60%
Traffic accidents citywide	143	164	150	150
Traffic accidents resulting in injuries	55	67	65	65
DUI incidents	88	91	80	80
Moving violations	2,174	1,377	2,200	2,200

*national crime statistic

Performance Metrics

Parking Garage

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	61,589	59,637	64,866	64,687
Operating	56,078	49,159	55,550	55,550
Capital Outlay	0	0	0	0
Total	117,667	108,796	120,416	120,237

Staffing

Parking Garage Attendant	1	1	1	1
Total	1	1	1	1

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
# of vehicles utilizing parking garage	59,970	57,194	65,000	65,000
Average hourly fee revenue per vehicle	\$2.63	\$2.66	\$2.70	\$2.70
Total parking garage revenue	\$209,300	\$212,333	\$240,000	\$240,000

Performance Metrics

FIRE DEPARTMENT

William Dent, Fire Chief

Mission

To ensure a prompt, safe and timely response to emergencies of an all-hazards nature. To diligently enforce all life safety measures to ensure a safe and livable community for citizens and visitors.

Cost Centers

1. Fire Suppression
2. Fire Prevention & Education
3. Emergency Medical Services
4. Emergency Management / Disaster Preparedness

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Fire Suppression, Prevention & EMS	3,293,365	37	2,983,054	37	3,320,670	37	3,419,923	37
*Emergency Management	3,792	0	2,321	0	4,490	0	3,890	0
Total	3,297,157	37	2,985,375	37	3,325,160	37	3,423,813	37

Emergency Management staffing provided by Fire Department included above

Outcomes and Results

Desired Outcome

Respond the first Engine Company to fire incidents inside the City within 4 minutes and the full complement of equipment within 8 minutes.

Respond a First Responder with AED to all medical incidents inside the City within 4 minutes and an Advanced Life Support unit within 8 minutes.

Perform fire prevention inspections of all commercial facilities in the City according to their type of occupancy guidelines.

Citizens perceive the quality of police services as good to excellent.

Results

In FY2010 the first Engine Company response time was 7.0 minutes or less in 90% of cases. (average response time was 5.1 minutes).

In FY2010 the combined First Responder / ALS response time was 8.0 minutes or less in 90% of cases (average response time was 5.2 minutes).

In FY2010 the Fire Prevention Bureau completed 312 inspections out of a projected 800 for a 39% completion rate.

96% of June 2010 National Citizen Survey respondents rated fire services as good or excellent, above the national comparison. EMS services were rated 95% as good or excellent.

Fire Department Cost Centers:Fire Suppression, Prevention & Education, and Emergency Medical Services

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	2,854,061	2,633,528	2,829,680	2,913,733
Operating	369,192	301,426	404,990	388,190
Capital Outlay	70,112	48,100	86,000	118,000
Total	3,293,365	2,983,054	3,320,670	3,419,923

Staffing

Fire Chief	1	1	1	1
Deputy Fire Chief	1	1	1	1
Fire Captain	2	2	2	2
Battalion Chief	3	3	3	3
Fire Inspector	3	3	3	3
Firefighters	26	26	26	26
Secretary	1	1	1	1
Total	37	37	37	37

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Fire response time (first / average)	7.4 / 5.4	7.0 / 5.1	8 / 5	8 / 4
EMS response time (First Responder / ALS)	7.5 / 5.5	8.0 / 5.2	8 / 5	8 / 4
Fire Loss (% of total protected value)	1.2%	1.5%	< 1.0 %	< 1.0 %
Fire Prevention Inspections (%)	41%	39%	50%	60%

Note:

Fire response times reflect arrival of first unit on scene followed by arrival of the full complement of personnel required to perform interior operations.

EMS response times reflect the arrival of the First Responder with Automatic External Defibrillator (AED) followed by the arrival of Advanced Life Support (ALS) providers.

Performance Metrics

Emergency Management

Expenditures	FY 2008	FY 2009	FY 2010	FY 2011
	Actual	Actual	Budget	Proposed
Personnel	0	0	0	0
Operating	3,792	2,321	4,490	3,890
Capital Outlay	0	0	0	0
Total	3,792	2,321	4,490	3,890

Staffing

N/A	0	0	0	0
Total	0	0	0	0

Emergency Management staffing provided by Fire Department

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
NIMSCAST score (Tier 1/Tier 2)	92 % / 70 %	92 % / 70 %	100 % / 80 %	100 % / 100 %

Note:

NIMSCAST is an assessment tool provided by the federal government to measure a locality's compliance with the National Incident Management System (NIMS) implementation schedule. Progress towards full implementation is required to maintain eligibility for federal grant funding. Beginning in FY07 the assessment was split into two tiers with Tier 1 being required and Tier 2 being recommended.

PUBLIC WORKS

Dan Clayton, Director of Public Works / Public Utilities

Mission

To provide a safe and efficient transportation system, including effective signage, beautiful landscaping of city-owned properties, and maintenance of Cedar Grove Cemetery.

Cost Centers

- | | | | |
|----------------|---|-----------------------------------|--|
| 1. City Shop | 2. Engineering/Streets/
Mosquito Control | 3. Refuse/Recycling
Collection | 4. Buildings / Facilities
Maintenance |
| 5. Landscaping | 6. Cemetery | | |

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
City Shop	239,603	3	234,145	3	238,004	3	241,553	3
Engineering	242,647	2	248,082	2	255,311	2	254,856	2
Streets	1,595,811	10	1,176,119	10	1,051,972	9	1,031,533	9
Refuse Collection	907,085	0	657,049	0	674,500	0	673,250	0
Buildings / Facilities Mtce	512,854	2	456,203	2	485,781	2	471,047	2
Landscaping	525,339	7	558,249	7	504,478	6	510,355	6
Mosquito Control	5,108	0	5,640	0	6,950	0	6,950	0
Cemetery	53,406	1	55,982	1	61,572	1	62,936	1
Total	4,081,853	25	3,391,469	25	3,278,568	23	3,252,480	23

Outcomes and ResultsDesired Outcome

Maintain City streets in good to excellent condition by overlaying streets annually at a rate of 4,500 tons.

Replace overhead power lines with underground lines throughout the City, particularly along entrance corridors at a rate of 1,000 feet per year.

Citizens perceive the quality of public works service at very good or better.

Results

Paving was completed in 2010, with a total of 5,312 tons of material used.

In FY2009 Dominion Va Power franchise was re-negotiated. Since 1982, about 6 miles have been placed underground in the City.

"Good" or "excellent" citizen responses to the June 2010 National Citizen Survey were as follows: 91% for garbage collection, 74% for recycling, 76% for yard waste pick-up, and 74% for street cleaning.

Performance Metrics

Public Works Cost Centers:

City Shop

Expenditures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Budget	Proposed
Personnel	190,177	192,301	195,944	199,393
Operating	43,865	37,761	40,060	40,160
Capital Outlay	5,561	4,083	2,000	2,000
Total	239,603	234,145	238,004	241,553

Staffing

Shop Superintendent	1	1	1	1
Mechanic	2	2	2	2
Total	3	3	3	3

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Projected	Target
# titled vehicles in fleet	82	82	82	82
# other equipment	50	50	50	50
# of vehicles using alternative fuels	4	5	5	5
% of vehicles using alternative fuels	5%	5%	6%	6%

Streets / Engineering / Mosquito Control

Expenditures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Budget	Proposed
Personnel	742,218	759,564	765,323	784,629
Operating	627,031	592,273	515,160	476,160
Capital Outlay	474,317	78,004	33,750	32,550
Total	1,843,566	1,429,841	1,314,233	1,293,339

Staffing

Superintendent	1	1	1	1
Engineer	1	1	1	1
Supervisor	1	1	1	1
Public Works Inspector	1	1	1	1
Administrative Secretary	1	1	1	1
Municipal Service Workers	7	7	7	7
Total	12	12	12	12

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY2012
	Actual	Actual	Projected	Target
# traffic signals	16	16	16	16
City leaf collection tonnages	634	553	630	630
Install minimum of 500 feet sidewalk/yr	1,447'	220"	3,000'	1,000'
Conduct quarterly EMS meetings with all personnel (# quarters met)	4	4	4	4
Number of linear lane miles swept	937	1801	950	1,000

Performance Metrics

Refuse Collection

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	0	0	0	0
Operating	907,085	657,049	674,500	673,250
Capital Outlay	0	0	0	0
Total	907,085	657,049	674,500	673,250

Staffing

None (contracted service)	0	0	0	0
Total	0	0	0	0

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Residential refuse accounts	3,096	3,100	3,100	3,100
Tons of refuse collected	4,061	2,182	4,000	4,000
Average tons refuse collected per account	1.31	0.06	0.06	0.06
Residential recycling accounts	3,433	3,450	3,450	3,450
Tons of recycling collected	718	689	700	710
Average tons of recycling per account	.21	.24	.24	.24
% recycling of all refuse and recycling	.25%	.25%	.25%	.25%
Meet State goal of recycling 25% of City's solid waste stream (<i>rate achieved</i>)	25%	25%	25%	>25%
Recycling Set-out Rate (% participation)	44%	42%	44%	45%
Garbage collection misses	72	387	150	<150
Recycling collection misses	86	100	40	<40

Buildings / Facilities Maintenance

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	143,516	143,521	146,611	126,877
Operating	321,404	295,648	294,170	297,770
Capital Outlay	47,934	17,034	45,000	46,400
Total	512,854	456,203	485,781	471,047

Staffing

Facilities Manager	1	1	1	1
Municipal Service Worker	1	1	1	1
Total	2	2	2	2

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Community Building - electricity usage (kwh)	144,696	164,580	160,000	160,000
Community Building - total events	202	177	180	180
Community Building - fee revenue	\$35,540	\$41,699	\$38,000	\$38,000
Reduce carbon emissions by becoming a VML's Certified Green Community program	certification	certification	certification	certification

Performance Metrics

Landscaping

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	321,353	345,675	303,928	309,305
Operating	202,398	210,832	185,050	186,050
Capital Outlay	1,588	1,742	15,500	15,000
Total	525,339	558,249	504,478	510,355

Staffing

Superintendent	1	1	1	1
Supervisor	1	1	0	0
Municipal Service Workers	5	5	5	5
Total	7	7	6	6

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Plant at least 16,000 bulbs per year	✓	✓	16,000	12,000
Trees planted - new *	4	34	25	25
Trees planted - replacement *	4	35	25	25
Mowed acreage (sq. ft.) *	712	3,008	3,000	3,000
Sq. ft. of planting beds maintained	202,656	202,656	205,000	205,000
# street / park trees maintained	55	328	200	200
Gallons of herbicide used	1,231	4,139	4,000	4,000

Cemetery

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	47,782	50,921	52,472	53,836
Operating	5,624	5,061	9,100	9,100
Capital Outlay	0	0	0	0
Total	53,406	55,982	61,572	62,936

Staffing

Caretaker	1	1	1	1
Total	1	1	1	1

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
# of interments	51	70	60	60
# of purchases - lots/spaces	25	22	20	20
Revenue generated	\$26,834	\$42,300	\$30,000	\$30,000
Cost per acre maintained (20 acres)	\$2,670	\$3,075	\$3,075	\$3,075

Performance Metrics

RECREATION

Lori C. Rierson, Recreation Director

Mission

To provide quality recreational facilities, parks and programs, which are safe, diverse, affordable and enriching to the community through our commitment to public service.

Cost Centers

-
- 1. Administration
 - 2. Parks
 - 3. Programs

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Administration	418,016	3	322,290	3	405,282	3	399,679	3
Parks	275,419	2	282,104	2	231,350	1	234,493	1
Programs	640,270	4	612,235	4	617,270	4	631,226	4
Total	1,335,705	9	1,216,629	9	1,253,902	8	1,265,398	8

Outcomes and Results

Desired Outcome

Provide and maintain extensive active and passive parks for the enjoyment of citizens and visitors.

Parks and Recreation Department continues to provide high level of recreational opportunities, programs, and classes to citizens.

Maintain environmentally friendly, safe, and clean parks to provide healthy lifestyles for citizens and visitors.

Results

(1) June 2010 National Citizen Survey (NCS) showed 91% & 86% of citizens rated City parks & facilities respectively "good" or "excellent".

NCS also revealed "good" or "excellent" ratings were submitted by 73% of citizens for recreational opportunities, and 87% for programs & classes.

The Recreation Dept manages recycling programs at 33% of its parks.

Recreation Cost Centers:Administration

	FY 2009	FY 2010	FY 2011	FY 2012
Expenditures	Actual	Actual	Budget	Proposed
Personnel	315,470	236,600	293,212	293,209
Operating	102,546	82,303	108,570	106,470
Capital Outlay	0	3,387	3,500	0
Total	418,016	322,290	405,282	399,679

Staffing

Recreation Director	1	1	1	1
Deputy Recreation Director	1	1	1	1
Senior Secretary	1	1	1	1
Total	3	3	3	3

Performance Trends and Targets

Performance Measures	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Target
National Citizen Survey participants rating recreation facilities "good" or "excellent"	n/a	86%	n/a	88%
Total number of recreation program Participants	18,680	16,958	17,500	18,500
Number of City participants in recreation programs	3,915	3,978	4,000	4,000
Ratio of City to total participants in Recreation programs	20%	23%	23%	22%
Average O & M cost per program participant	\$34	\$36	\$35	\$34

Performance Metrics

Parks

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	225,805	233,674	178,275	177,918
Operating	36,054	39,210	41,025	45,275
Capital Outlay	13,560	9,220	12,050	11,300
Total	275,419	282,104	231,350	234,493

Staffing

Facilities / Grounds Manager	1	1	0	0
Park Manager / Waller Mill Park	1	1	1	1
Total	2	2	1	1

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
National Citizen Survey participants rating City parks “good” or “excellent”	n/a	91%	n/a	92%
Total park acreage (In City and Waller Mill)	1,433.8	1,433.8	1,433.8	1,433.8
Waller Mill Park attendance	249,226	261,144	135,000	130,000
Waller Mill Dog Park members	376	304	350	375
Waller Mill Dog Park visits	7,870	8,208	7,900	8,000
Waller Mill boat rentals (participants)	15,604	16,069	15,500	15,500
Waller Mill Park revenues	\$91,586	\$110,402	\$130,000	\$132,000

Performance Metrics

Programs

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	335,959	282,944	286,920	288,626
Operating	262,754	303,664	300,850	306,600
Capital Outlay	41,557	25,627	29,500	36,000
Total	640,270	612,235	617,270	631,226

Staffing

Recreation Supervisor	2	2	2	2
Maintenance Superintendent	1	1	1	1
Maintenance Worker	1	1	1	1
Total	4	4	4	4

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Walking Club participation	3,477	3,285	2,900	3,300
Open Play participation	7,194	4,945	5,000	7,500
Youth league participation	1,582	1,641	1,600	1,550
Adult league participation	2,839	3,016	3,150	3,100
Athletic camps & clinics	741	576	700	725
Pool attendance	2,398	2,860	2,500	2,500
Swim lesson attendance	134	149	125	130

Performance Metrics

PLANNING & CODES COMPLIANCE

Reed T. Nester, AICP, Planning Director

Mission

Guide the physical development of the City as recommended by the Comprehensive Plan, and protect the health, safety and welfare of citizens and businesses through the enforcement of land development ordinances and building and property maintenance codes.

Cost Centers

1. Planning
2. Codes Compliance

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Planning	456,280	4	455,784	4	479,967	4	533,549	4
Codes Compliance	470,140	7	345,055	5	365,392	4	363,863	4
Total	926,420	11	800,839	9	845,359	8	897,412	8

Outcomes and Results

Desired Outcome

Protect the visual and historic character of the City through an effective architectural review program.

Protect the environmental character and quality of the City through enforcement of City and State environmental regulations (Chesapeake Bay Preservation and Erosion & Sedimentation Control regulations).

Protect the character and quality of the City's residential neighborhoods through proactive enforcement of the Property Maintenance Code and Rental Inspection Program.

Results

48% of City land is subject to review by the Architectural Review Board. ARB reviewed 155 cases in FY2010, approving 93%.

60% of the City is subject to Chesapeake Bay protection regulations. In FY2010 Planning Commission and staff approved 6 site plans complying with these regulations. 1,335 inspections were performed to ensure compliance with erosion & sedimentation control regulations.

In FY2010, there were 2,224 Property Maintenance Code inspections and 112 Rental Inspection Program inspections performed. 97% of Property Maintenance and 99% of Rental Inspection cases were brought into voluntary compliance.

Planning and Codes Compliance Cost Centers:Planning

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	390,635	386,000	395,967	397,749
Operating	64,813	69,471	82,000	135,300
Capital Outlay	832	313	2,000	500
Total	456,280	455,784	479,967	533,549

Staffing

Planning Director	1	1	1	1
Deputy Planning Director	1	1	1	1
Zoning Administrator	1	1	1	1
Administrative Assistant	1	1	1	1
Total	4	4	4	4

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Zoning text amendments / % approved	8 / 88%	3 / 67%	10	10
Rezonings / % approved	7 / 100%	1 / 100%	5	5
Special Use Permits / % approved	8 / 100%	4 / 100%	10	10
Major Site Plans Reviewed	8	2	15	15
Major Subdivisions Reviewed	1	0	10	10
BZA variances / % approved	8 / 63%	1 / 100%	10	10
BZA appeals / % approved	2 / 100%	3 / 0%	5	5
ARB Building cases / % approved	127 / 78%	85 / 77%	0	0
ARB Sign cases / % approved	41 / 93%	70 / 93%	100	100

Performance Metrics

Codes Compliance

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	427,690	305,408	310,092	310,363
Operating	41,666	39,449	53,900	53,100
Capital Outlay	784	198	1,400	400
Total	470,140	345,055	365,392	363,863

Staffing

Codes Compliance Administrator	1	1	1	1
Asst. Building Official/Plans Examiner	1	0	0	0
Combination Inspector	3	3	2	2
Secretary (Technical Asst., Office Asst.)	2	1	1	1
Total	7	5	4	4

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Residential plans reviewed	92	84	80	80
Residential building permits issued	107	97	105	110
Commercial plans reviewed	98	88	80	80
Commercial building permits issued	93	102	80	80
Erosion & Sedimentation Control permits issued	16	18	20	20
Erosion & Sedimentation Control inspections	904	1,331	800	800
Property Maintenance inspections	1,284	2,224	1,500	1,500
Property Maintenance cases brought into voluntary compliance	97%	97%	98%	98%
Rental Inspections	315	112	150	190
Rental Inspection cases brought into voluntary compliance	99%	92%	98%	98%
Valuation of all permits issued (1,000s)	\$33,982	\$29,343	\$28,000	\$28,000

HUMAN SERVICES - PUBLIC ASSISTANCE FUND

Peter Walentisch, Director of Human Services

Mission

To respond to the physical, emotional, and general human service needs of children, adults, and families in crisis, and to provide stabilization for program participants.

Cost Centers

- | | | | |
|---------------------|---------------------|-------------------------------|---------------------------|
| 1. Benefit Programs | 2. Service Programs | 3. Community Service Programs | 4. Comprehensive Services |
|---------------------|---------------------|-------------------------------|---------------------------|

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
Health & Welfare	1,774,136	13	1,807,858	13	2,117,517	13	2,051,769	13
Less Subsidy from General Fund	-640,000		-580,000		-759,272		-772,707	
Total—Net Expenditures	1,134,136	13	1,227,858	13	1,358,245	13	1,279,062	13

Outcomes and ResultsDesired Outcome

Reduce truancy or adjudication of City youth through prevention programs.

Provide additional support to prevent homelessness or loss of primary residence.

Prevent additional foster care placements in the City.

Provide high level of services to senior citizens.

Results

Two youth participated in regular mentoring thru the Youth & Family Services Division of the Department. Eleven youth also participated in weekly Tae Kwon Do program.

An Outreach Counselor position was created to assist residents that are at risk of losing their residence thru referral & direct payment if necessary.

Facilitated 4 children in kinship care in lieu of foster care. There were 88 family services cases in FY 2010, and future caseload is targeted higher.

79% of the June 2010 responses to the National Citizen Survey rated services to seniors as “good” or “excellent”, up 4% from the 2008 Survey.

Performance Metrics

Human Services (all cost centers)

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Benefit Programs	345,897	371,334	435,675	422,048
Service Programs	885,799	920,702	1,016,464	984,850
Community Service Programs	353,864	378,705	452,878	438,873
Comprehensive Services	188,576	137,117	212,500	205,998
Total	1,774,136	1,807,858	2,117,517	2,051,769

Staffing

Director	1	1	1	1
Eligibility Worker	4	4	4	4
Social Worker	5	5	5	5
Office/Clerical	3	3	3	3
Total	13	13	13	13

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
* Quality assurance negative action error rate	0%	0%	0%	0%
VIEW (Va Incentive for Employment, Not Welfare) percent employed (yearly avg)	65%	64%	50%	50%
Timeliness of application processing-expedited food stamp applications	100%	100%	97%	97%
Adult Protective Service cases	27	33	32	32
Foster Care cases	7	5	7	5
Family Services cases	36	26	35	26
Employment Services cases	20	34	20	20
Youth Achievement Program participants	43	43	35	35

* Target figures are State mandated and tracked by Va Dept of Social Services

PUBLIC UTILITIES - UTILITY FUND

Dan Clayton, Director of Public Works/Public Utilities

Mission

To provide a safe, efficient, and cost-effective waterworks and sewage conveyance system throughout the City.

Cost Centers

- 1. Administration
- 2. Water Treatment
- 3. Water & Sewer System

Expenditures and Staffing

	FY 2009		FY 2010		FY 2011		FY 2012	
	Actual	FTE	Actual	FTE	Budget	FTE	Proposed	FTE
*Administration	1,471,377	4	2,169,617	4	2,543,835	4	2,275,268	4
Water Treatment	1,209,368	11	1,123,396	11	1,280,273	11	1,265,953	11
Water/Sewer Systems	1,965,133	11	2,188,142	11	2,191,292	11	2,209,023	11
Total	4,645,878	26	5,481,155	26	6,015,400	26	5,750,244	26

*Administration includes Newport News water agreement charges, and debt service costs

Outcomes and ResultsDesired Outcome

Meet or exceed Federal and State drinking water regulations.

Secure supplemental water supply agreement with City of Newport News

Repair major water breaks within 24 hours.

Meet SSO consent order requirements.

Results

Water Plant met all Federal & State drinking water regulations.

Agreement signed April 1, 2009. Principal balance of \$9.3 Million refinanced in October, 2010 for significant interest cost-savings.

All 6" or larger breaks were repaired within 24 hours.

All mandated deadlines have been met to date.

Performance Metrics

Public Utilities Cost Centers:

Administration

	FY 2009	FY 2010	FY 2011	FY2012
Expenditures	Actual	Actual	Budget	Proposed
Personnel	297,353	295,445	402,335	431,768
Operating	23,989	21,756	28,000	27,000
Capital Outlay (<i>including debt service</i>)	1,150,035	1,852,416	2,113,500	1,816,500
Total	1,471,377	2,169,617	2,543,835	2,275,268

Staffing

Director of Public Utilities	1	1	1	1
Project Engineer	1	1	1	1
Civil Engineer	1	1	1	1
Administrative Secretary	1	1	1	1
Total	4	4	4	4

Performance Trends and Targets

Performance Measures	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY2012 Target
# of residential connections	3,449	3,584	3,600	3,650
Average gals of water consumed per residential connection per day	171	156	165	165
Average water bill per residential connection (quarterly)	\$64.48	\$75.60	5% inc.	5% inc.

Performance Metrics

Water Treatment

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	623,455	622,625	681,543	681,523
Operating	581,200	495,879	581,230	566,930
Capital Outlay	4,713	4,892	17,500	17,500
Total	1,209,368	1,123,396	1,280,273	1,265,953

Staffing

Superintendent	1	1	1	1
Chief Operator	1	1	1	1
Senior Operator	3	3	3	3
Operators	6	6	6	6
Total	11	11	11	11

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
Total gallons of water consumed (in thousands)	927,567	1,008,153	>1,000,000	>1,000,000
Rainfall for year in inches	56.0	56.6	45.0	45.0
Meet Federal & State drinking water regulations	✓	✓	✓	✓

Performance Metrics

Water & Sewer Systems

Expenditures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Budget	Proposed
Personnel	591,754	606,565	648,558	670,023
Operating	1,367,186	1,570,297	1,501,434	1,498,200
Capital Outlay	6,193	11,280	41,300	40,800
Total	1,965,133	2,188,142	2,191,292	2,209,023

Staffing

	1	1	1	1
Superintendent	1	1	1	1
Program Manager	1	1	1	1
Supervisor	1	1	1	1
Municipal Service Workers	8	8	8	8
Total	11	11	11	11

Performance Trends and Targets

Performance Measures	FY 2009	FY 2010	FY 2011	FY 2012
	Actual	Actual	Projected	Target
# of water leaks repaired	49	40	40	40
Availability fees collected	\$462,000	\$300,400	\$160,000	\$160,000
MISS UTILITY tickets services	3,939	3,199	3,925	3,925
# sewer backups	72	80	65	60



INTRODUCTION

The Summary Section provides an overview of all budgeted funds for the upcoming year. These include the General Fund, Sales Tax Fund (which provides for general capital improvements), Public Assistance Fund, and the Utility Fund (which also includes capital improvements).

Revenues and expenditures/expenses are categorized by type, in accordance with recommended standard formats of the Government Finance Officers Association, enabling consistency and comparability between all forms of local government.

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Budget Summaries**CITY OF WILLIAMSBURG****ALL FUNDS - FISCAL YEAR 2012**

	<u>ACTUAL FY 2010</u>	<u>ESTIMATED FY 2011</u>	<u>PROPOSED FY 2012</u>
<u>REVENUES:</u>			
GENERAL PROPERTY TAXES	13,153,714	12,793,551	12,355,150
OTHER LOCAL TAXES	17,222,045	17,770,600	17,920,600
LICENSES AND PERMITS	164,699	138,620	151,930
FINES	202,486	206,000	206,000
USE OF MONEY & PROPERTY	828,006	585,950	582,950
CHARGES FOR SERVICES	6,148,163	7,596,400	6,154,150
MISCELLANEOUS	1,321,635	1,409,897	1,322,397
INTERGOVERNMENTAL	<u>4,916,758</u>	<u>5,011,946</u>	<u>5,121,579</u>
TOTAL BEFORE TRANSFERS	43,957,506	45,512,964	43,814,756
TRANSFER FROM (TO) SURPLUS	<u>860,136</u>	<u>5,478,003</u>	<u>2,077,325</u>
TOTAL REVENUES	<u>44,817,642</u>	<u>50,990,967</u>	<u>45,892,081</u>
<u>EXPENDITURES / EXPENSES:</u>			
GENERAL GOV'T ADMINISTRATION	6,766,786	8,007,975	4,208,073
JUDICIAL ADMINISTRATION	332,736	420,000	570,000
PUBLIC SAFETY	8,910,917	9,280,716	10,305,580
PUBLIC WORKS	3,912,394	3,996,070	4,638,840
PUBLIC UTILITIES	5,229,510	8,688,765	6,600,244
HEALTH AND WELFARE	2,858,398	3,328,744	3,275,003
EDUCATION	8,439,060	7,692,357	7,763,025
PARKS, REC., AND CULTURAL	2,366,098	2,128,042	2,624,974
COMMUNITY DEVELOPMENT	4,506,760	4,419,568	4,486,444
DEBT SERVICE	<u>1,494,983</u>	<u>3,028,730</u>	<u>1,419,898</u>
TOTAL EXPENDITURES / EXPENSES	<u>44,817,642</u>	<u>50,990,967</u>	<u>45,892,081</u>

Budget Summaries

CITY OF WILLIAMSBURG

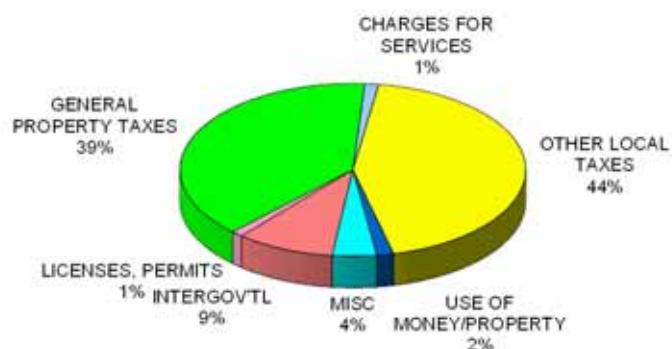
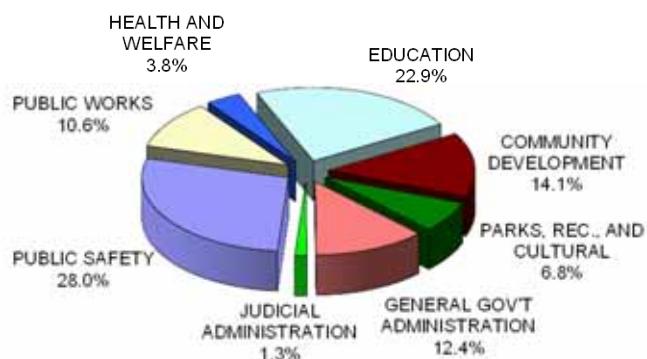
BY FUNDS - FISCAL YEAR 2012

	GENERAL <u>FUND</u>	SALES TAX CAPITAL <u>IMPROVEMENTS</u>	UTILITY <u>FUND *</u>	PUBLIC ASSISTANCE <u>FUND</u>	GRAND <u>TOTAL</u>
<u>REVENUES:</u>					
GENERAL PROPERTY TAXES	12,355,150	0	0	0	12,355,150
OTHER LOCAL TAXES	13,920,600	4,000,000	0	0	17,920,600
LICENSES AND PERMITS	151,930	0	0	0	151,930
FINES	206,000	0	0	0	206,000
USE OF MONEY & PROPERTY	497,950	75,000	10,000	0	582,950
CHARGES FOR SERVICES	409,900	0	5,744,250	0	6,154,150
MISCELLANEOUS	1,322,397	0	0	0	1,322,397
INTERGOVERNMENTAL	<u>2,919,810</u>	<u>150,000</u>	0	<u>2,051,769</u>	<u>5,121,579</u>
TOTAL BEFORE TRANSFERS	31,783,737	4,225,000	5,754,250	2,051,769	43,814,756
TRANSFERS FROM SURPLUS	<u>88,433</u>	<u>867,898</u>	<u>1,120,994</u>	0	<u>2,077,325</u>
TOTAL	<u>31,872,170</u>	<u>5,092,898</u>	<u>6,875,244</u>	<u>2,051,769</u>	<u>45,892,081</u>

EXPENDITURES / EXPENSES:

GENERAL GOV'T ADMIN.	3,944,073	264,000	0	0	4,208,073
JUDICIAL ADMINISTRATION	420,000	150,000	0	0	570,000
PUBLIC SAFETY	8,935,580	1,370,000	0	0	10,305,580
PUBLIC WORKS	3,386,840	1,252,000	0	0	4,638,840
PUBLIC UTILITIES	0	0	6,600,244	0	6,600,244
HEALTH AND WELFARE	1,223,234	0	0	2,051,769	3,275,003
EDUCATION	7,313,025	450,000	0	0	7,763,025
PARKS, REC., AND CULTURAL	2,162,974	462,000	0	0	2,624,974
COMMUNITY DEVELOPMENT	4,486,444	0	0	0	4,486,444
DEBT SERVICE	0	<u>1,144,898</u>	<u>275,000</u>	0	<u>1,419,898</u>
TOTAL	<u>31,872,170</u>	<u>5,092,898</u>	<u>6,875,244</u>	<u>2,051,769</u>	<u>45,892,081</u>

* Includes Utility Fund Capital Projects

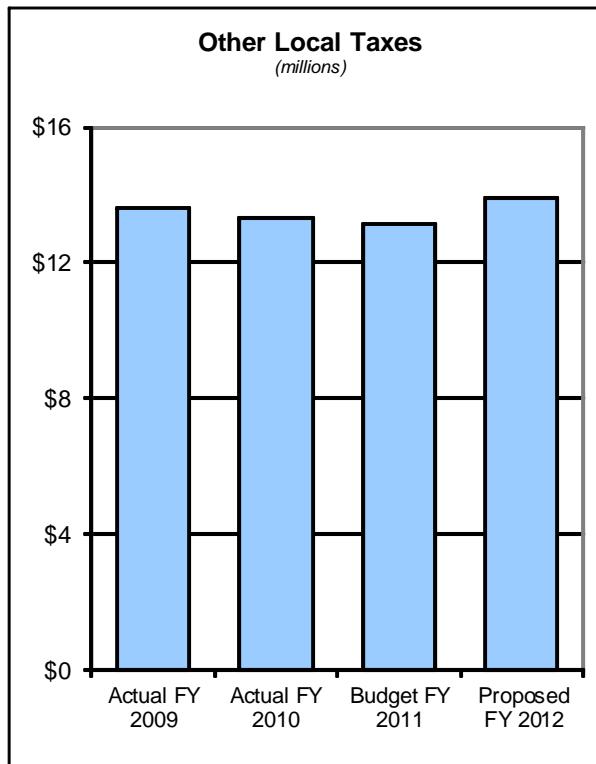
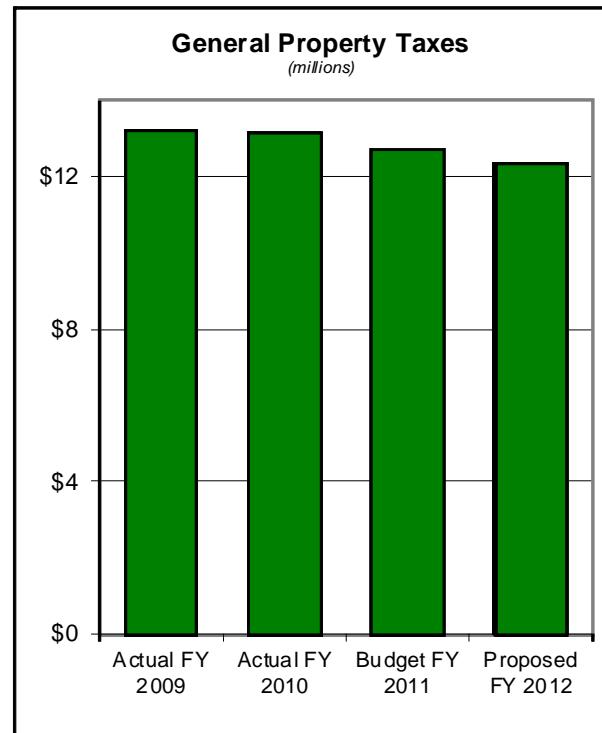
REVENUES**EXPENDITURES**

**Budget Summaries****CITY OF WILLIAMSBURG****GENERAL FUND - FISCAL YEAR 2012**

	ACTUAL FY 2009	ACTUAL FY 2010	BUDGETED FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>REVENUES:</u>					
GENERAL PROPERTY TAXES	13,219,540	13,153,714	12,695,020	12,793,551	12,355,150
OTHER LOCAL TAXES	13,632,593	13,336,980	13,140,600	13,770,600	13,920,600
LICENSES AND PERMITS	207,638	164,699	158,180	138,620	151,930
FINES	233,262	202,486	232,000	206,000	206,000
USE OF MONEY & PROPERTY	848,980	701,743	457,054	500,950	497,950
CHARGES FOR SERVICE	347,740	390,105	458,328	408,400	409,900
MISCELLANEOUS	1,456,796	1,321,635	1,279,622	1,302,897	1,322,397
INTERGOVERNMENTAL	<u>2,888,731</u>	<u>2,882,970</u>	<u>2,761,091</u>	<u>2,894,429</u>	<u>2,919,810</u>
TOTAL BEFORE FUND TRANSFERS	32,835,280	32,154,332	31,181,895	32,015,447	31,783,737
TRANSFER FROM (TO) SURPLUS	-236,746	-1,825,442	0	-1,314,172	88,433
TOTAL REVENUES	<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>30,701,275</u>	<u>31,872,170</u>
<u>EXPENDITURES:</u>					
GENERAL GOV'T ADMINISTRATION	3,799,385	3,593,872	3,887,582	3,558,295	3,944,073
JUDICIAL ADMINISTRATION	373,159	332,736	420,000	420,000	420,000
PUBLIC SAFETY	8,762,291	8,185,239	8,694,155	8,585,716	8,935,580
PUBLIC WORKS	4,325,282	3,514,739	3,417,506	3,406,070	3,386,840
HEALTH AND WELFARE	1,177,535	1,084,262	1,211,227	1,211,227	1,223,234
EDUCATION	7,023,314	6,923,146	6,992,357	6,992,357	7,313,025
PARKS, REC., AND CULTURAL	2,360,910	2,188,136	2,126,192	2,108,042	2,162,974
COMMUNITY DEVELOPMENT	<u>4,776,658</u>	<u>4,506,760</u>	<u>4,432,877</u>	<u>4,419,568</u>	<u>4,486,444</u>
TOTAL EXPENDITURES	<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>30,701,275</u>	<u>31,872,170</u>

General Property Taxes - All real estate, public service, personal and business property taxes, including penalties and interest, are included. Real estate property reassessments for residential properties are expected to decline about 3% from last year, based on recent home sales in the City. Commercial values are expected to decline 7.5%, with overall assessments estimated to be down about 4% from last year. No significant new construction is considered in this estimate. \$9.3 Million is budgeted for FY2012. Personal property tax receipts are budgeted at \$2.5 Million, fairly level with FY 2010 and anticipated FY 2011 collections. Identification of vehicles in the City thru State DMV records continues to improve accuracy of vehicles located in the City, as vehicle decals are no longer required. The tax relief rate for FY2012 personal use vehicles is estimated to be 60%. Total property taxes, including penalties and interest, are expected to decrease about 2.7% from levels budgeted for FY2011.

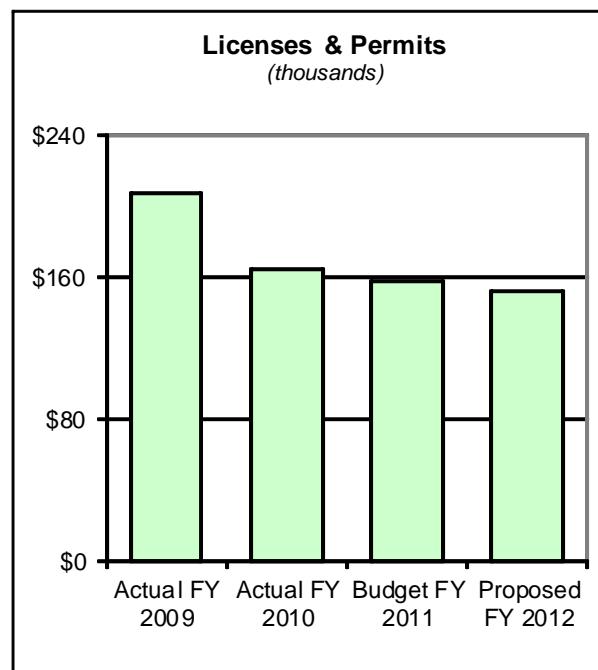
Other Local Taxes - This category consists of consumer utility taxes, communication sales taxes, business and franchise, bank stock, recordation, cigarette, room, meal, and \$2 lodging taxes. Utility taxes are based on residential and commercial usage. Overall, local tax receipts are estimated to increase 5.9% for FY 2012. Bank stock taxes are estimated to increase 30.7%, based on FY 2010 actual receipts, which includes one more bank in the City. More significant is the recent upward trend in tourism taxes. Room tax collections are estimated to be \$3.4 Million, up almost 5% from actual levels experienced in FY 2010. Meal tax receipts are budgeted at \$5.9 Million for FY 2012, up over 5% from collections in FY 2010. The economic recession and its affects on tourism tax collections are discussed in greater detail in the City Manager's Budget Message.



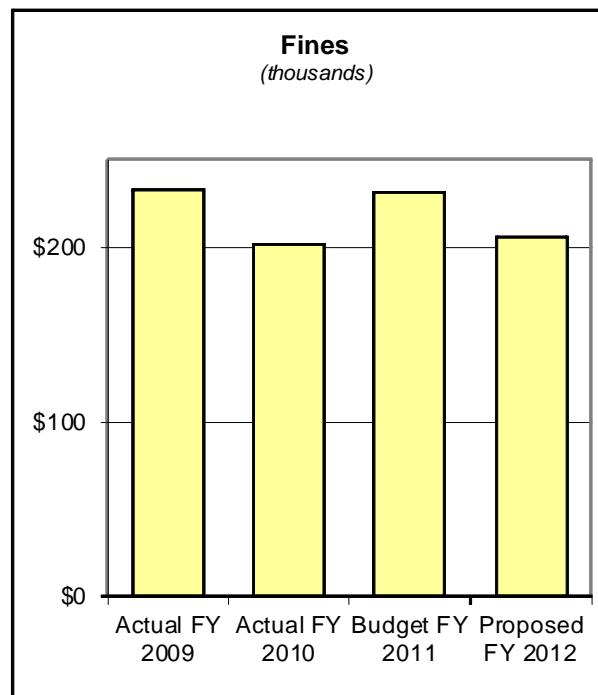
CITY OF WILLIAMSBURG – GENERAL FUND – FISCAL YEAR 2012

REVENUE HIGHLIGHTS

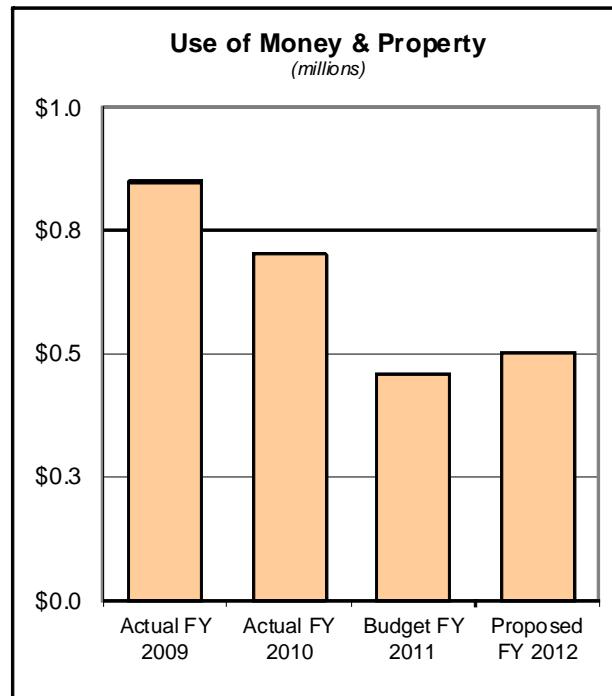
Licenses and Permits - Licenses and permits consist of city-wide on-street parking, building, electrical, plumbing, mechanical, sign, and various inspection fees. The last several years have experienced fluctuations, largely from the High Street Williamsburg, Riverside, and Quarterpath Crossing projects. Receipts were \$164,700 in FY2010, and have declined as building and development activities have leveled off. Receipts for FY 2012 are budgeted at \$151,930.



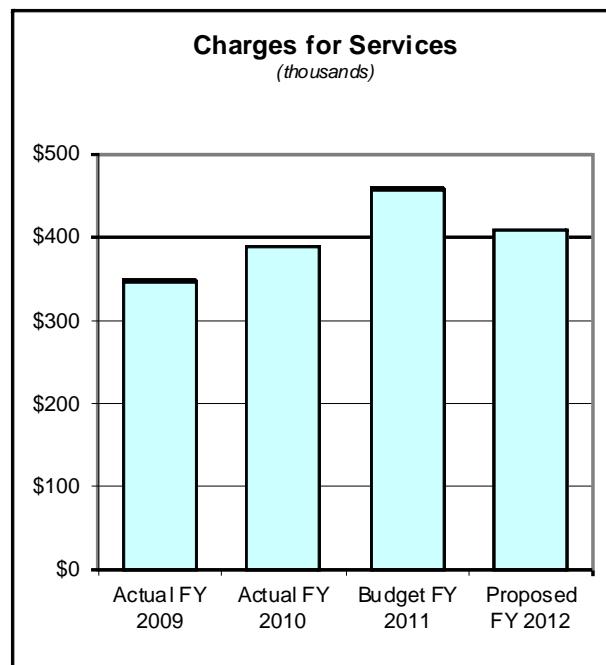
Fines - Court fines, parking citations, and code violations make up this revenue classification. Court fines are collected by the Clerk of Circuit Court and remitted to the City monthly. Receipts during FY2010 were \$107,894, down from the FY 2009 level of \$147,022 because of reduced collections by the Clerk of the Circuit Court. Collections for FY2011 and FY2012 are expected to be level at \$110,000. Parking fines are for violations in on-street parking areas throughout the City. Revenue for FY2012 is anticipated to remain consistent with the past two fiscal years at the \$95,000 level.



Use of Money and Property - Investment interest (pre-FY2010) and rental of city-owned buildings and parking lots generate income in this category. Parking fees from the Prince George Parking Garage were \$212,492 in FY2010 (up 1.5% from FY2009), and expected to be \$240,000 for FY2011 and FY2012, based on increased use of the facility. Interest earnings have declined drastically in the past three years due to all-time low interest rates. For comparison, interest earnings for FY2008 were slightly over \$1 Million, and are expected to be less than \$100,000 during FY 2012, even with no significant change in the level of surplus funds invested. Short-term rates are expected to average less than .3% for FY2012, but may improve if Federal Reserve action is taken. Interest earnings have been budgeted in the Sales Tax Fund since FY 2011. Reserve funds are invested in the State's Local Government Investment Pool, and also in certificates of deposits with local banks.



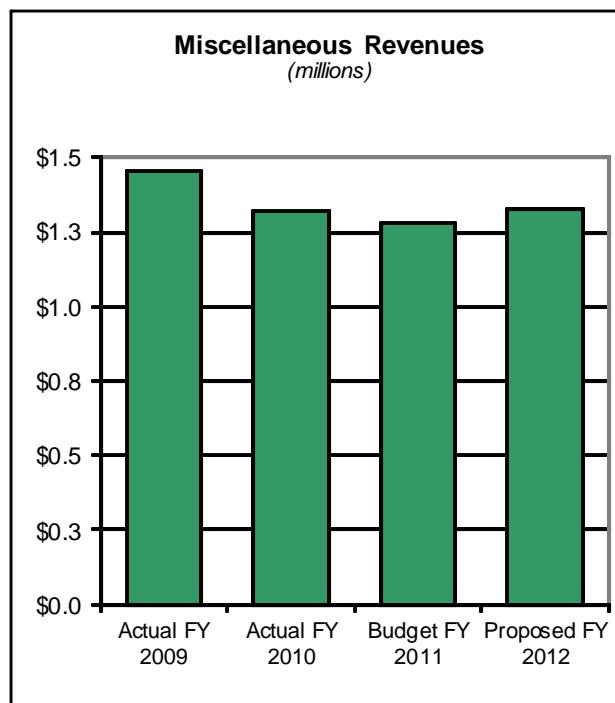
Charges for Services - Charges represent fees for various activities within the City, such as all recreation fees and program revenues, cemetery lots, and grave openings. Entrance fees for Waller Mill Park were imposed during FY 2011. Due to inaccurate vehicle counts, FY 2011 budget estimates were overestimated. Actual entrance fees to the park are expected to generate approximately \$40,000 annually. Overall charges for services are budgeted at \$409,900 for FY 2012.



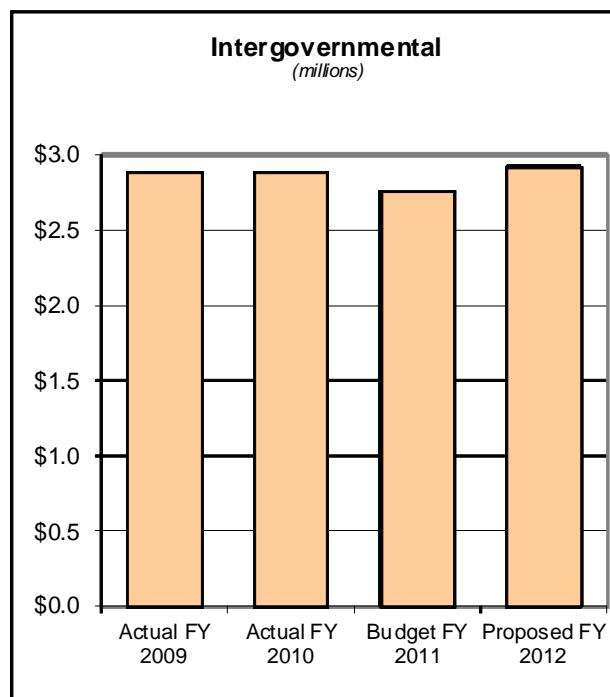
CITY OF WILLIAMSBURG – GENERAL FUND – FISCAL YEAR 2012

REVENUE HIGHLIGHTS

Miscellaneous - This category is comprised of various sources, such as payments in lieu of taxes, insurance dividend refunds [from a self-insurance liability pool], Arts Commission reimbursement from James City County, and overhead charges from the Utility Fund. The City's healthcare plan is self-insured and administered by Anthem. Depending on claims experience, either a refund is experienced at the end of the plan year, or a settle-up payment is made to cover any excess of benefit claims over premiums paid. EMS Recovery Fees of \$396,546 were received during FY2010, with anticipated receipts for FY2011 and FY 2012 of \$430,000. A rate increase was approved in FY 2011. Also included in the miscellaneous category are public safety overtime reimbursements. The levels of revenues generated in the miscellaneous category can change significantly from year to year.



Intergovernmental - These funds include State reimbursements for expenses incurred for Constitutional Officers, sales taxes designated for education, 599 law enforcement funds, street maintenance, and various other taxes returned to the City. Overall, State reimbursements are estimated to be up by 5.8% from FY2011. This is mostly from additional lane miles reimbursed by VDOT, as the State reimburses the City for road maintenance, and also increased sales tax for education funds. 599 funds for law enforcement are expected to remain level with FY 2011 receipts, but could change pending General Assembly action. Funding by the State Compensation Board for the Commissioner of the Revenue, and Treasurer, have been reduced in recent years, and are estimated to remain fairly level with FY 2011 reimbursements. Funding for the Registrar from the State Board of Elections is expected to decline about 8.3% to \$36,700.

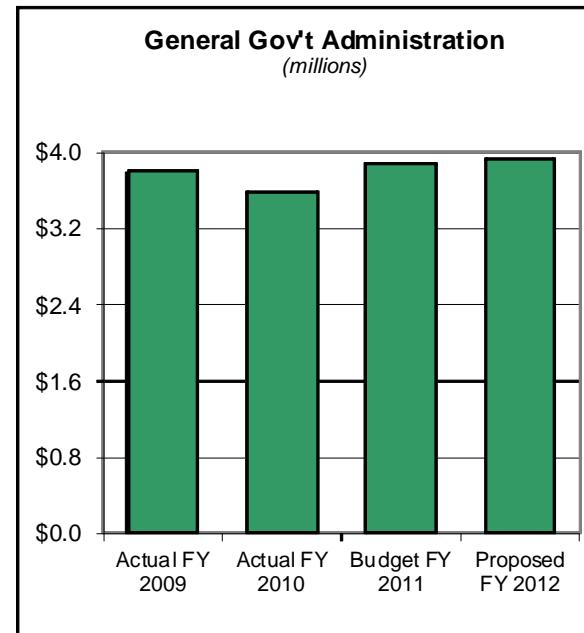


Budget Summaries

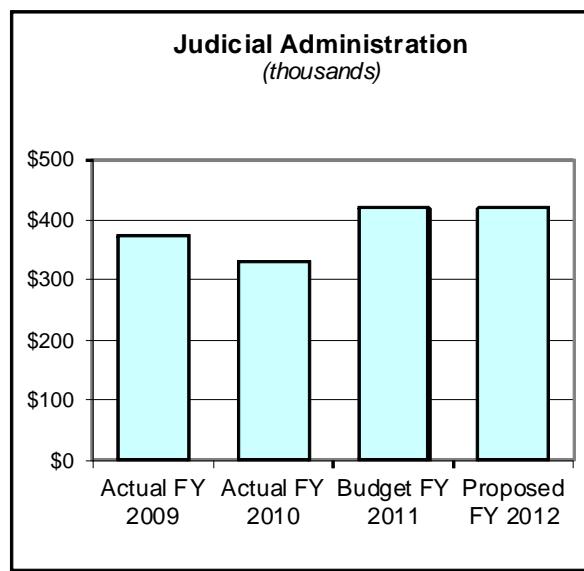
CITY OF WILLIAMSBURG – GENERAL FUND – FISCAL YEAR 2012

EXPENDITURE HIGHLIGHTS

General Government Administration - This category is comprised of City Council, Clerk of Council/Communications, City Manager, Human Resources, City Attorney, Commissioner of the Revenue, Assessor, Treasurer, Finance, Vehicle Repair Shop, Electoral Board, Registrar and Information Technology. Expenditures are estimated to be up 1.4% from last year. Operating contingency has been reduced from \$390,274 to \$100,000, as an additional 10% increase in health care costs, totaling about \$140,000, is provided for FY2012. A Compensation Allowance is included in the General Fund for \$175,000, as additional information on this issue is included in the City Manager's Budget Message. Pension costs for the Virginia Retirement System are provided for the 2nd year in a row at the rate of 16.44% of salary.



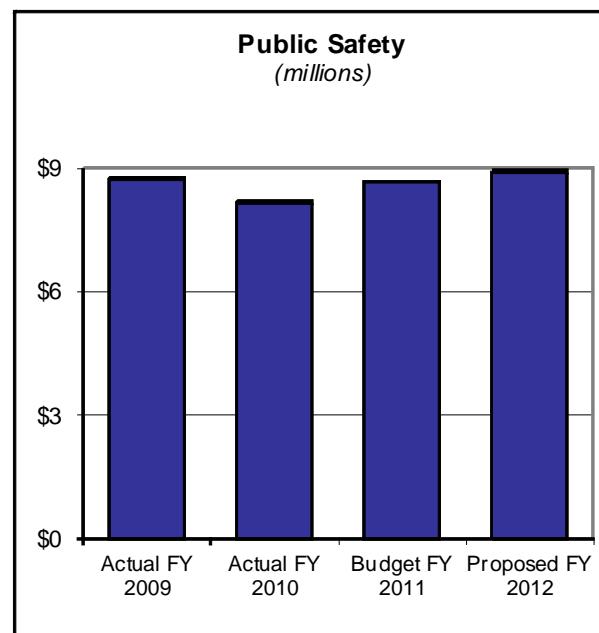
Judicial Administration - Judicial functions are performed by the Circuit Court, General District Court, Juvenile and Domestic Relations Court, Clerk of the Circuit Court, Commonwealth Attorney, 9th District Court Service Unit, and Magistrate. Judicial functions have been performed in the jointly operated Williamsburg-James City County Courthouse since FY 2001. An expanded explanation is included in the "Notes on Funding Relationships" section of the budget guide. Costs are shared with James City County on a population basis each year. Funding at \$420,000 is anticipated for FY2012.



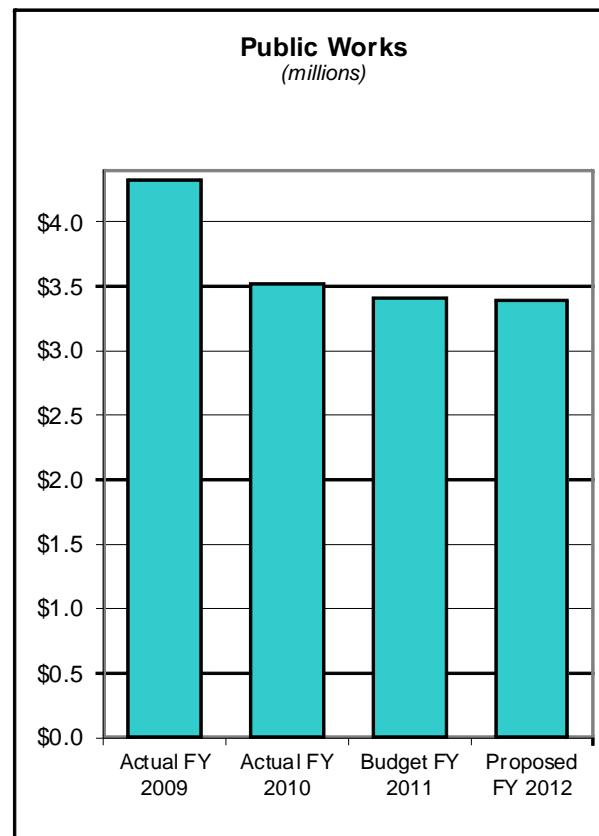
CITY OF WILLIAMSBURG – GENERAL FUND – FISCAL YEAR 2012

EXPENDITURE HIGHLIGHTS

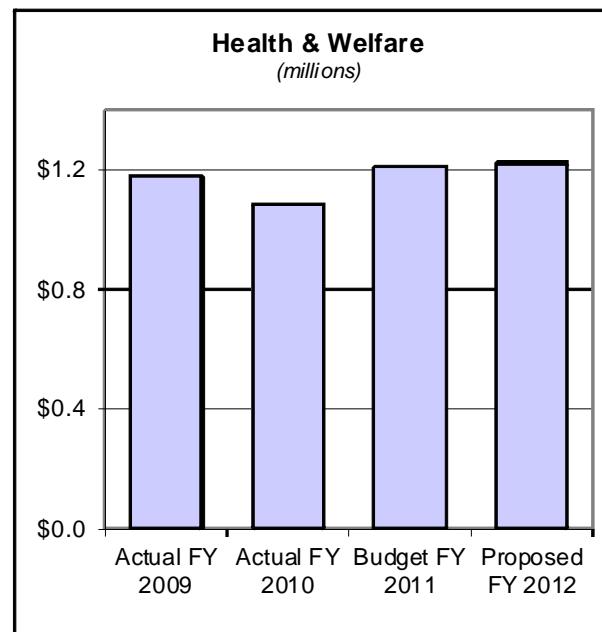
Public Safety - Departments included in this classification are Police, Parking Garage, consolidated E-911 Dispatch, Fire, Sheriff, Group Home Commission, Animal Control, Medical Examiner and Emergency Management. The City participates in the VA Peninsula Regional Jail Authority. Jail costs are expected to increase about 16% for FY2012, to \$1.26 Million. Due to reductions in operating line items, and recent staffing changes, including retirement of the former Police Chief, expenditures will be down about .2%. The City will continue its partnership with the regional E-911 dispatch services operated by York County. One police officer position is being recommended for FY2012, restoring Police Department staffing levels to that of FY 2008.



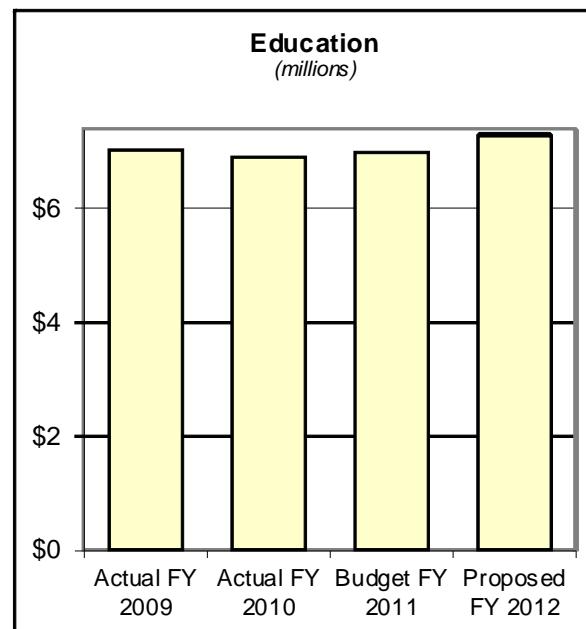
Public Works – Engineering, Streets, Refuse Collection, Landfill, Municipal Center, Codes Compliance, Rental Properties, Landscaping and Cemetery make up the Public Works section of the budget. Overall costs for FY 2012 are anticipated to be down .9%. The City's annual street resurfacing program was transferred to the capital projects fund for FY2011. Cost of all service contracts and insurance are estimated to be fairly level with last year. Proposed increases in health care costs have been offset by reductions in operating line items. The Municipal Building addition and renovation, scheduled for completion in at the end of FY2011, will require increases in insurance and maintenance costs, but are expected to be partially offset by savings in energy costs.



Health and Welfare - This category consists of Health, Mosquito Control, Colonial Services Board, Public Assistance, and Public Assistance Transportation. The Health section budget is for the City's share of contributions to the Peninsula Health Center, Olde Town Medical Center, CHIP of Virginia, and the Colonial Behavioral Health, which provides mental health services for the community. Overall, financial support for these agencies is anticipated to be down .3% for FY2012. The City's subsidy of \$772,707 to the Public Assistance Fund is anticipated to increase 1.8%. Overall, health and welfare costs for FY2011 are estimated to be up .9% from last year.



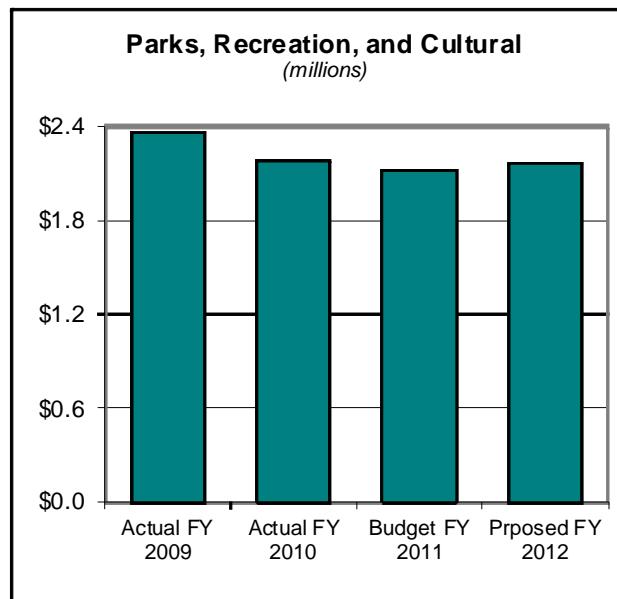
Education - This is the City's annual contribution to the jointly operated Williamsburg-James City County Public School system. The budget message highlights the funding agreement and trends over the last few years. Fiscal Year 2015 is the fifth and final year of a renegotiated contract between the City and James City County. Education costs of \$7.3 Million are anticipated for FY2012, an increase of 4.6% from last fiscal year. The City's contribution rate for FY 2012 is 8.98%, up slightly from last year's rate of 8.64%. Final City funding for the joint school system will ultimately depend on the level of funding provided by James City County.



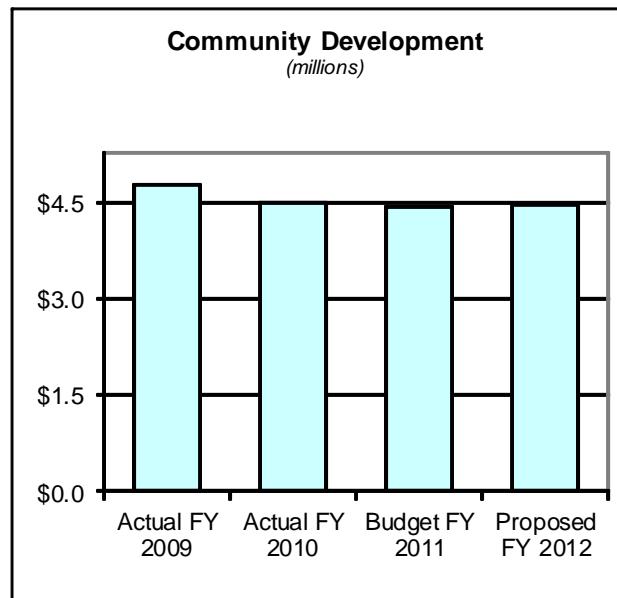
CITY OF WILLIAMSBURG – GENERAL FUND – FISCAL YEAR 2012

EXPENDITURE HIGHLIGHTS

Parks, Recreation and Cultural - Recreation administration, playgrounds, parks, library, and amounts provided to organizations through the Williamsburg Area Arts Commission are included in this category. Recreation costs are expected to increase slightly by .9% from last year. The City's contribution to the Williamsburg Regional Library, operated jointly with James City County, is \$775,576, up about 3.4% from last year. Arts Commission contributions are expected to remain level at \$120,000 for FY2012. Each year, as funding partner, James City County reimburses the City half the program costs. A \$10,000 State Challenge Grant is also anticipated again in FY2012.



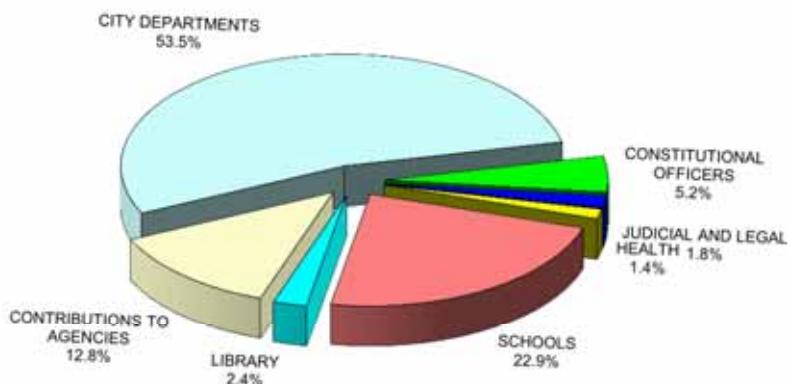
Community Development - This includes contributions to various human service and community & economic development agencies within the City. Also included is the \$2 per night lodging tax, which is collected and remitted monthly to the Williamsburg Area Destination Marketing Committee (WDMAC). The operating funds section includes all details of other contributions to various outside agencies. A discussion on major contributions to community and economic development agencies is included in the City Manager's budget message.



Budget Summaries**CITY OF WILLIAMSBURG****MAJOR FUNDING CATEGORIES - FISCAL YEAR 2012**

<u>PURPOSE</u>	<u>ACTUAL FY 2009</u>	<u>ACTUAL FY 2010</u>	<u>BUDGETED FY 2011</u>	<u>PROPOSED FY 2012</u>
I CITY DEPARTMENTS	17,825,569	15,954,102	16,891,441	17,052,319
II CONSTITUTIONAL OFFICERS	1,427,533	1,515,133	1,465,035	1,656,789
III JUDICIAL AND LEGAL	494,884	456,103	566,756	559,889
IV HEALTH	479,651	457,923	441,105	439,677
V SCHOOLS	7,023,314	6,923,146	6,992,357	7,313,025
VI LIBRARY	884,955	840,727	752,291	777,576
VII DEBT SERVICE	0	0	0	0
VIII CONTRIBUTIONS TO AGENCIES	<u>4,462,628</u>	<u>4,181,756</u>	<u>4,072,910</u>	<u>4,072,895</u>
TOTAL	<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>31,872,170</u>

*This table summarizes the funding history and proposed FY2012 budgets for the eight major funding categories of the City. Debt Service is included in the Capital Improvement Program budget.



Budget Summaries

CITY OF WILLIAMSBURG

SUMMARY OF EXPENDITURES - FISCAL YEAR 2012

SECTION I

CITY DEPARTMENTS

		ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
1101	CITY COUNCIL					
	Personnel	41,338	41,338	41,338	41,338	41,338
	Operating	102,597	85,810	102,400	104,938	123,300
	Capital Outlay	51	420	0	0	0
	Total	143,986	127,568	143,738	146,276	164,638
1102	CLERK OF COUNCIL / COMMUNICATIONS					
	Personnel	93,451	143,058	147,329	148,108	148,986
	Operating	8,959	13,834	16,100	13,100	18,900
	Capital Outlay	19	399	500	500	0
	Total	102,429	157,291	163,929	161,708	167,886
1201	CITY MANAGER					
	Personnel	483,321	417,816	434,502	435,842	443,531
	Operating	57,947	51,420	59,795	58,299	60,695
	Capital Outlay	5,477	259	4,000	4,000	0
	Total	546,745	469,495	498,297	498,141	504,226
1202	NON-DEPARTMENTAL	373,729	306,767	496,824	236,550	390,550
1203	ECONOMIC DEVELOPMENT					
	Personnel	104,640	103,658	105,988	105,320	110,711
	Operating	17,044	18,949	18,900	18,900	18,900
	Capital Outlay	0	0	0	0	0
	Total	121,684	122,607	124,888	124,220	129,611
1204	CITY ATTORNEY					
	Personnel	221,848	234,480	156,103	155,450	159,441
	Operating	30,439	17,434	86,095	76,095	82,850
	Capital Outlay	14,808	133	0	0	0
	Total	267,095	252,047	242,198	231,545	242,291
1205	HUMAN RESOURCES					
	Personnel	78,930	79,099	80,811	79,353	80,060
	Operating	48,389	55,440	81,400	60,400	77,900
	Capital Outlay	0	0	0	0	0
	Total	127,319	134,539	162,211	139,753	157,960
1210	CITY ASSESSOR					
	Personnel	144,261	144,312	147,854	148,489	153,582
	Operating	15,783	15,719	16,128	15,771	15,528
	Capital Outlay	0	0	0	0	0
	Total	160,044	160,031	163,982	164,260	169,110
1214	DEPT OF FINANCE					
	Personnel	642,189	652,919	666,386	669,066	675,116
	Operating	51,575	48,034	55,105	50,980	54,705
	Capital Outlay	2,503	900	0	0	0
	Total	696,267	701,853	721,491	720,046	729,821

Budget Summaries

CITY OF WILLIAMSBURG

SUMMARY OF EXPENDITURES - FISCAL YEAR 2012

CITY DEPARTMENTS - (Con't)

		ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
1221	CITY SHOP					
	Personnel	190,177	192,301	195,944	197,461	199,393
	Operating	43,865	37,761	40,060	38,160	40,160
	Capital Outlay	<u>5,561</u>	<u>4,083</u>	<u>2,000</u>	<u>1,500</u>	<u>2,000</u>
	Total	239,603	234,145	238,004	237,121	241,553
3101	POLICE					
	Personnel	2,934,229	2,855,892	3,003,169	2,934,668	3,006,923
	Operating	498,364	410,648	458,250	431,482	453,350
	Capital Outlay	<u>14,248</u>	<u>13,586</u>	<u>13,200</u>	<u>13,200</u>	<u>9,200</u>
	Total	3,446,841	3,280,126	3,474,619	3,379,350	3,469,473
3102	POLICE - E911					
	Personnel	680,267	5,085	0	0	0
	Operating	29,138	522,848	533,000	502,639	512,750
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	709,405	527,933	533,000	502,639	512,750
3103	PARKING GARAGE					
	Personnel	61,589	59,637	64,866	64,866	64,687
	Operating	56,078	49,159	55,550	50,639	55,550
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	117,667	108,796	120,416	115,505	120,237
3201	FIRE					
	Personnel	2,854,061	2,633,528	2,829,680	2,841,835	2,913,733
	Operating	369,192	301,426	404,990	351,407	388,190
	Capital Outlay	<u>70,112</u>	<u>48,100</u>	<u>86,000</u>	<u>81,692</u>	<u>118,000</u>
	Total	3,293,365	2,983,054	3,320,670	3,274,934	3,419,923
3401	CODES COMPLIANCE					
	Personnel	427,690	305,408	310,092	308,948	310,363
	Operating	41,666	39,449	53,900	44,050	53,100
	Capital Outlay	<u>784</u>	<u>198</u>	<u>1,400</u>	<u>200</u>	<u>400</u>
	Total	470,140	345,055	365,392	353,198	363,863
3501	ANIMAL CONTROL					
	Personnel	0	0	0	0	0
	Operating	18,000	18,000	18,500	18,500	19,000
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	18,000	18,000	18,500	18,500	19,000
3503	MEDICAL EXAMINER					
	Personnel	0	0	0	0	0
	Operating	140	100	400	400	400
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	140	100	400	400	400

Budget Summaries

CITY OF WILLIAMSBURG		SUMMARY OF EXPENDITURES - FISCAL YEAR 2012				
CITY DEPARTMENTS - (Con't)		ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
3505	EMERGENCY MANAGEMENT					
	Personnel	0	0	0	0	0
	Operating	3,792	2,321	4,490	3,090	3,890
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	3,792	2,321	4,490	3,090	3,890
4101	ENGINEERING					
	Personnel	219,166	220,670	224,201	225,041	224,946
	Operating	23,481	27,272	30,860	30,360	29,660
	Capital Outlay	<u>0</u>	<u>140</u>	<u>250</u>	<u>250</u>	<u>250</u>
	Total	242,647	248,082	255,311	255,651	254,856
4102	STREETS					
	Personnel	517,944	538,894	541,122	552,930	559,683
	Operating	603,550	559,361	477,850	477,450	440,050
	Capital Outlay	<u>474,317</u>	<u>77,864</u>	<u>33,000</u>	<u>33,000</u>	<u>31,800</u>
	Total	1,595,811	1,176,119	1,051,972	1,063,380	1,031,533
4203	REFUSE COLLECTION					
	Personnel	0	0	0	0	0
	Operating	907,085	657,049	674,500	674,500	673,250
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	907,085	657,049	674,500	674,500	673,250
4307	BUILDINGS-FACILITIES MAINTENANCE					
	Personnel	143,516	143,521	146,611	147,761	126,877
	Operating	321,404	295,648	294,170	285,970	297,770
	Capital Outlay	<u>47,934</u>	<u>17,034</u>	<u>45,000</u>	<u>42,000</u>	<u>46,400</u>
	Total	512,854	456,203	485,781	475,731	471,047
4308	INFORMATION TECHNOLOGY					
	Personnel	260,730	263,204	269,890	269,630	278,557
	Operating	373,171	298,947	285,900	255,200	320,800
	Capital Outlay	<u>28,406</u>	<u>9,787</u>	<u>5,000</u>	<u>5,000</u>	<u>59,300</u>
	Total	662,307	571,938	560,790	529,830	658,657
4309	LANDSCAPING					
	Personnel	321,353	345,675	303,928	302,464	309,305
	Operating	202,398	210,832	185,050	185,050	186,050
	Capital Outlay	<u>1,588</u>	<u>1,742</u>	<u>15,500</u>	<u>15,500</u>	<u>15,000</u>
	Total	525,339	558,249	504,478	503,014	510,355

Budget Summaries

CITY OF WILLIAMSBURG

SUMMARY OF EXPENDITURES - FISCAL YEAR 2012

CITY DEPARTMENTS - (Con't)

		ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
5103	MOSQUITO CONTROL					
	Personnel	0	0	0	0	0
	Operating	5,108	5,640	6,450	6,450	6,450
	Capital Outlay	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>500</u>
	Total	5,108	5,640	6,950	6,950	6,950
5302-	PUBLIC ASSISTANCE					
5305	Personnel	0	0	0	0	0
	Operating	692,776	620,699	763,172	763,172	776,607
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	692,776	620,699	763,172	763,172	776,607
7101-	RECREATION					
7104	Personnel	877,234	753,218	758,406	756,868	759,753
	Operating	401,354	425,177	450,445	433,833	458,345
	Capital Outlay	<u>55,117</u>	<u>38,234</u>	<u>45,050</u>	<u>45,050</u>	<u>47,300</u>
	Total	1,333,705	1,216,629	1,253,901	1,235,751	1,265,398
7108	CEMETERY					
	Personnel	47,782	50,921	52,472	52,996	53,836
	Operating	5,624	5,061	9,100	9,100	9,100
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	53,406	55,982	61,572	62,096	62,936
8101	PLANNING					
	Personnel	390,635	386,000	395,967	396,313	397,749
	Operating	64,813	69,471	82,000	69,145	135,300
	Capital Outlay	<u>832</u>	<u>313</u>	<u>2,000</u>	<u>1,200</u>	<u>500</u>
	Total	456,280	455,784	479,967	466,658	533,549

TOTAL - CITY DEPARTMENTS	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
Personnel	12,110,080	10,877,401	11,373,481	11,071,296	11,409,119
Operating	4,993,732	4,863,509	5,264,560	5,029,080	5,312,550
Capital Outlay	<u>721,757</u>	<u>213,192</u>	<u>253,400</u>	<u>243,592</u>	<u>330,650</u>
Total	17,825,569	15,954,102	16,891,441	16,343,968	17,052,319

Budget Summaries

CITY OF WILLIAMSBURG

SUMMARY OF EXPENDITURES - FISCAL YEAR 2012

SECTION II

CONSTITUTIONAL OFFICERS

		ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
1209	COMM. OF REVENUE					
	Personnel	179,229	180,981	183,347	183,781	185,497
	Operating	13,995	11,544	11,950	11,950	11,950
	Capital Outlay	<u>162</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	193,386	192,525	195,297	195,731	197,447
1213	TREASURER					
	Personnel	40,611	41,956	50,061	47,342	49,272
	Operating	3,875	3,766	4,100	4,000	4,000
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	44,486	45,722	54,161	51,342	53,272
1301	ELECTORAL BOARD					
	Personnel	8,087	8,087	7,912	7,912	7,912
	Operating	19,312	18,065	19,250	19,250	31,470
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	27,399	26,152	27,162	27,162	39,382
1302	REGISTRAR					
	Personnel	85,003	80,136	83,871	83,871	80,377
	Operating	7,871	10,156	9,740	9,740	17,294
	Capital Outlay	<u>32</u>	<u>900</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>
	Total	92,906	91,192	94,611	94,611	97,671
3301	REGIONAL JAIL					
	Personnel	0	0	0	0	0
	Operating	1,069,356	1,159,542	1,093,804	1,173,542	1,269,018
	Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total	1,069,356	1,159,542	1,093,804	1,173,542	1,269,018

	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
TOTAL - CONST. OFFICERS					
	Personnel	312,930	311,160	325,191	322,906
	Operating	1,114,409	1,203,073	1,138,844	1,218,482
	Capital Outlay	<u>194</u>	<u>900</u>	<u>1,000</u>	<u>1,000</u>
	Total	1,427,533	1,515,133	1,465,035	1,542,388
					1,656,789

Budget Summaries

CITY OF WILLIAMSBURG

SUMMARY OF EXPENDITURES - FISCAL YEAR 2012

SECTION III

JUDICIAL ADMINISTRATION

	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
2100 JOINT COURTHOUSE					
Personnel	0	0	0	0	0
Operating	373,159	332,736	420,000	420,000	420,000
Capital Outlay	0	0	0	0	0
Total	373,159	332,736	420,000	420,000	420,000
3303 MIDDLE PENINSULA JUVENILE DETENTION COMMISSION					
Personnel	0	0	0	0	0
Operating	45,469	47,111	70,500	60,000	60,000
Capital Outlay	0	0	0	0	0
Total	45,469	47,111	70,500	60,000	60,000
3304 GROUP HOME COMMISSION					
Personnel	0	0	0	0	0
Operating	76,256	76,256	76,256	76,256	79,889
Capital Outlay	0	0	0	0	0
Total	76,256	76,256	76,256	76,256	79,889
 TOTAL - JUDICIAL ADMIN.	 <u>ACTUAL FY 2009</u>	 <u>ACTUAL FY 2010</u>	 <u>BUDGET FY 2011</u>	 <u>ESTIMATED FY 2011</u>	 <u>PROPOSED FY 2012</u>
Personnel	0	0	0	0	0
Operating	494,884	456,103	566,756	556,256	559,889
Capital Outlay	0	0	0	0	0
Total	494,884	456,103	566,756	556,256	559,889


Budget Summaries
CITY OF WILLIAMSBURG**SUMMARY OF EXPENDITURES - FISCAL YEAR 2012****SECTION IV****HEALTH**

	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
5101 HEALTH - AGENCIES					
Peninsula Health District	121,742	109,284	92,466	92,466	91,038
Olde Towne Medical Ctr	92,700	83,430	83,430	83,430	83,430
CHIP	19,349	19,349	19,349	19,349	19,349
Colonial Behavioral Health	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>
Total	479,651	457,923	441,105	441,105	439,677
Total Health	479,651	457,923	441,105	441,105	439,677

SECTION V**SCHOOLS**

	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
6101 SCHOOL BOARD					
Personnel	<u>13,026</u>	<u>12,434</u>	<u>13,025</u>	<u>13,025</u>	<u>13,025</u>
Total	13,026	12,434	13,025	13,025	13,025
6103 JOINT SCHOOL OPERATIONS					
Operating	7,010,288	6,910,712	6,979,332	6,979,332	7,300,000
TOTAL - SCHOOLS	7,023,314	6,923,146	6,992,357	6,992,357	7,313,025

SECTION VI**LIBRARY**

	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
7302 REGIONAL LIBRARY					
Operating	0	20	2,000	2,000	2,000
Operating-Contributions	<u>884,955</u>	<u>840,707</u>	<u>750,291</u>	<u>750,291</u>	<u>775,576</u>
Total	884,955	840,727	752,291	752,291	777,576


Budget Summaries
CITY OF WILLIAMSBURG**SUMMARY OF EXPENDITURES - FISCAL YEAR 2012****SECTION VII****DEBT SERVICE**

	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
9301 DEBT SERVICE*					
Principal	0	0	0	0	0
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	0	0	0	0	0

*Included in Sales Tax Fund

SECTION VIII

	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
CONTRIBUTIONS TO AGENCIES					
Outside Agencies	4,320,378	4,050,976	3,952,910	3,952,910	3,952,895
Arts Commission	<u>142,250</u>	<u>130,780</u>	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>
Total	4,462,628	4,181,756	4,072,910	4,072,910	4,072,895

<u>SUMMARY:</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>BY MAJOR PROGRAMS:</u>					
CITY DEPARTMENTS	17,825,569	15,954,102	16,891,441	16,343,968	17,052,319
CONST. OFFICERS	1,427,533	1,515,133	1,465,035	1,542,388	1,656,789
JUDICIAL AND LEGAL	494,884	456,103	566,756	556,256	559,889
HEALTH	479,651	457,923	441,105	441,105	439,677
SCHOOLS	7,023,314	6,923,146	6,992,357	6,992,357	7,313,025
LIBRARY	884,955	840,727	752,291	752,291	777,576
CONTRIB.-AGENCIES	<u>4,462,628</u>	<u>4,181,756</u>	<u>4,072,910</u>	<u>4,072,910</u>	<u>4,072,895</u>
TOTAL	<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>30,701,275</u>	<u>31,872,170</u>

BY MAJOR FUNCTION:

PERSONNEL	12,436,036	11,200,995	11,711,697	11,407,227	11,745,201
OPERATING	19,440,547	18,913,803	19,215,798	19,049,456	19,796,319
CAPITAL OUTLAY	<u>721,951</u>	<u>214,092</u>	<u>254,400</u>	<u>244,592</u>	<u>330,650</u>
TOTAL	<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>30,701,275</u>	<u>31,872,170</u>


 Budget Summaries

CITY OF WILLIAMSBURG - FISCAL YEAR 2012

CONTRIBUTIONS TO OUTSIDE AGENCIES

SECTION VIII

<u>OUTSIDE AGENCIES</u>	ACTUAL FY 2010	ACTUAL FY 2011	REQUESTED FY 2012	PROPOSED FY 2012	% <u>INCREASE</u>
<u>HUMAN SERVICES AGENCIES:</u>					
AVALON	17,000	17,000	21,000	18,700	10.00%
COMMUNITY ACTION AGENCY	17,585	17,585	17,585	17,585	0.00%
HOSPICE OF WILLIAMSBURG	10,000	5,000	5,000	5,000	0.00%
PENINSULA AGENCY ON AGING	5,000	5,000	5,000	5,000	0.00%
COLONIAL C.A.S.A.	6,300	6,300	6,300	6,300	0.00%
WILLIAMSBURG AIDS NETWORK	1,800	1,800	0	0	-100.00%
UNITED WAY- INFO. AND REF. SVC.	6,300	6,300	6,500	6,500	3.17%
HISTORIC TRIANGLE SENIOR CENTER	12,777	10,000	10,113	10,000	0.00%
SENIOR SERVICES COALITION	2,250	0	1,000	0	-100.00%
PENINSULA CENTER FOR INDEP. LIVING	900	900	900	900	0.00%
BIG BROTHERS / BIG SISTERS	4,657	3,000	5,000	3,000	0.00%
HIST. TRIAN. SUBST. ABUSE COALITION	3,600	0	0	0	-100.00%
HIST. TRIAN. COMM. SVCS. COALITION	9,000	5,000	6,000	5,000	0.00%
CHILD & FAMILY CONNECTION	900	0	0	0	-100.00%
PENINS. COMM. ON HOMELESSNESS	2,759	2,759	2,759	2,759	0.00%
rita welsH ADULT SKILLS PROGRAM	500	500	1,000	500	0.00%
Sub-Total	101,328	81,144	88,157	81,244	0.12%
<u>HEALTH AGENCIES</u>					
LOCAL HEALTH DEPARTMENT	112,138	92,466	91,038	91,038	-1.54%
OLDE TOWN HEALTH CLINIC	83,430	83,430	83,430	83,430	0.00%
COLONIAL BEHAVIORAL HEALTH	245,860	245,860	258,153	245,860	0.00%
CHIP	19,349	19,349	19,349	19,349	0.00%
Sub-Total	460,777	441,105	451,970	439,677	-0.32%
<u>CULTURAL:</u>					
ARTS COMMISSION	130,780	120,000	120,000	120,000	0.00%
VA ARTS FESTIVAL	50,000	48,750	55,000	50,000	2.56%
VA SYMPH.-LK. MATOAKA CONCERT	10,000	5,000	5,000	5,000	0.00%
Sub-Total	190,780	173,750	180,000	175,000	0.72%


Budget Summaries
CITY OF WILLIAMSBURG - FISCAL YEAR 2012
CONTRIBUTIONS TO OUTSIDE AGENCIES
SECTION VIII

<u>OUTSIDE AGENCIES</u>	ACTUAL FY 2010	ACTUAL FY 2011	REQUESTED FY 2012	PROPOSED FY 2012	% <u>INCREASE</u>
<u>COMMUNITY AND ECONOMIC DEVELOPMENT AGENCIES:</u>					
COLONIAL WMSBG FOUNDATION	1,320,000	1,273,000	1,300,000	1,300,000	2.12%
CHAMBER & TOURISM ALLIANCE	880,000	677,000	725,000	650,000	-3.99%
WMSBG AREA DESTINATION MKTG	1,500,000	1,500,000 *	1,500,000	1,500,000	0.00%
WMSBG REDEV. & HOUSING AUTH.	35,000	0	0	0	0.00%
H.R. PLANNING DISTRICT COMM.	10,884	10,612	10,724	10,724	1.06%
PEN. COUNCIL FOR WORKFORCE DEV.	5,947	5,949	5,947	5,949	0.00%
H.R. ECON. DEV. ALLIANCE	11,812	11,857	12,093	11,857	0.00%
TNCC - HAMPTON CAMPUS	6,200	9,019	7,892	7,892	-12.50%
TNCC - DISCOVERY CTR LEASE	2,700	0	3,112	0	0.00%
TNCC - PWDC LEASE	10,500	10,500	10,500	10,500	0.00%
JAMESTOWN - YORKTOWN FOUND.	0	0	10,000	0	0.00%
COLONIAL SOIL & WATER CONSERV.	2,655	2,655	10,100	2,655	0.00%
H.R. PARTNERSHIP	5,050	4,900	4,900	4,900	0.00%
H.R. PARTNERSHIP-FILM OFFICE	5,000	0	0	0	0.00%
WILLIAMSBURG LAND CONSERVANCY	9,500	5,000	10,000	5,000	0.00%
HERITAGE HUMANE SOCIETY	15,200	14,000	14,484	14,000	0.00%
FARMERS' MARKET	3,800	3,800	3,800	3,800	0.00%
CROSSROADS	0	2,500	5,000	2,500	0.00%
HISTORIC TRIANGLE COLLABORATIVE	7,000	7,000	6,650	6,650	-5.00%
FEDERAL FACILITIES ALLIANCE	6,645	6,479	6,479	6,479	0.00%
HOTEL & MOTEL ASSOCIATION	0	0	325,000	0	0.00%
NASA AERONAUTICS SUPPORT TEAM	0	0	10,000	0	0.00%
NIGHTINGALE AIR AMBULANCE	0	0	100,000	0	0.00%
GREEN JOBS ALLIANCE	0	0	2,714	0	0.00%
SUB-TOTAL	3,837,893	3,544,271	4,084,395	3,542,906	-0.04%
<u>TRANSPORTATION:</u>					
WILLIAMSBURG AREA TRANSPORT	265,000	265,000	265,000	265,000	0.00%
N.N. / WMSBG INT. AIRPORT	4,245	4,245	4,717	4,245	0.00%
VIRGINIANS FOR HIGH SPEED RAIL	4,750	4,500	4,500	4,500	0.00%
SUB-TOTAL	273,995	273,745	274,217	273,745	0.00%
TOTAL CONTRIBUTIONS TO AGENCIES	4,864,773	4,514,015	5,078,739	4,512,572	-0.03%

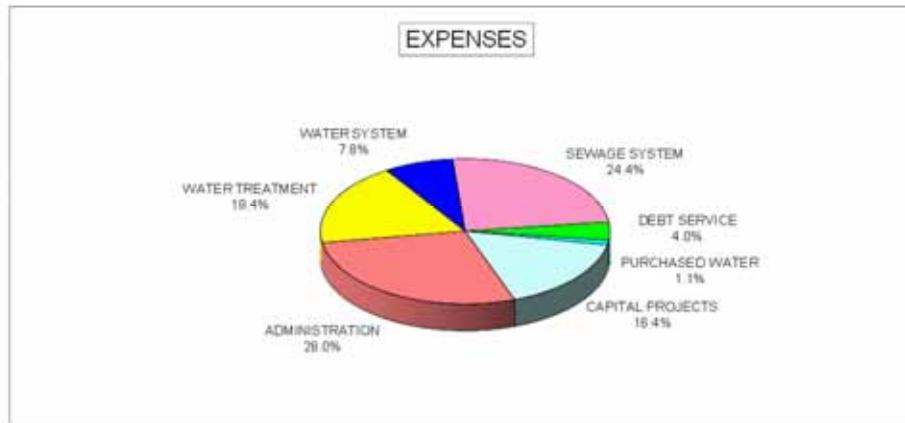
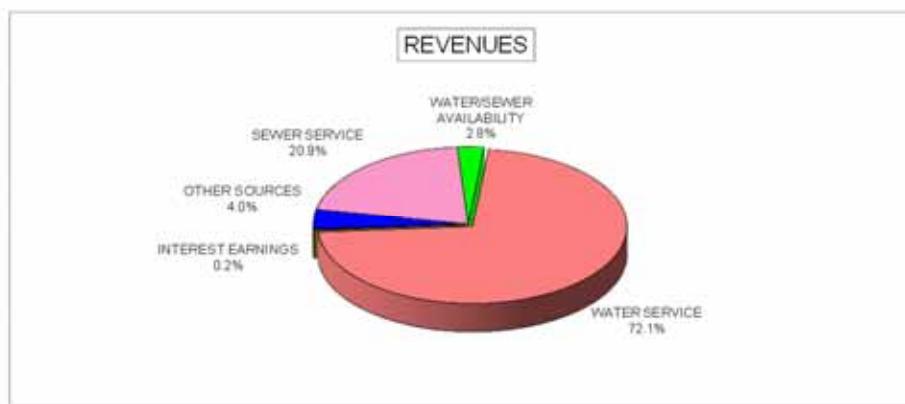
* All \$2/night Lodging Tax Receipts passed-thru to Williamsburg Area Destination Marketing Committee

Budget Summaries

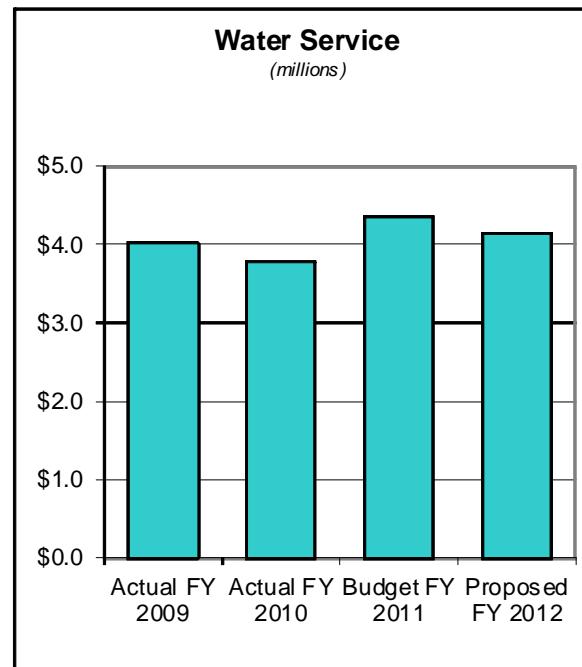
CITY OF WILLIAMSBURG

UTILITY FUND - FISCAL YEAR 2012

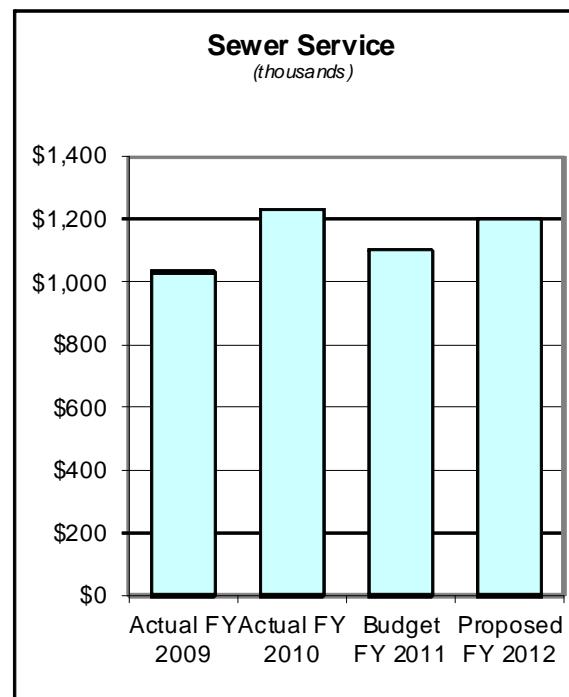
	ACTUAL FY 2009	ACTUAL FY 2010	BUDGETED FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
REVENUES:					
WATER SERVICE	4,020,473	3,780,549	4,357,500	4,050,000	4,151,250
SEWER SERVICE	1,031,778	1,232,000	1,100,000	1,200,000	1,200,000
OTHER SOURCES	243,807	352,977	271,400	1,778,000	233,000
INTEREST EARNINGS	97,165	26,248	12,000	10,000	10,000
WATER & SEWER AVAILABILITY	462,000	303,435	150,000	160,000	160,000
TRANSFERS-OPERATIONS	-1,209,345	-224,215	124,500	-1,425,818	-4,006
TRANSFERS-CAPITAL PROJECTS	676,178	196,492	3,205,000	3,205,000	1,125,000
TOTAL REVENUE	5,322,056	5,667,486	9,220,400	8,977,182	6,875,244
EXPENSES:					
ADMINISTRATION	1,378,831	1,734,641	1,991,835	1,849,973	1,925,267
WATER TREATMENT	1,209,368	1,123,396	1,280,273	1,276,567	1,265,953
WATER SYSTEM	535,754	560,460	510,946	529,670	534,222
SEWAGE SYSTEM	1,429,379	1,627,682	1,680,346	1,775,011	1,674,801
DEBT SERVICE	92,546	424,815	392,000	288,417	275,000
SUPPLEMENTAL WATER	0	0	160,000	52,545	75,000
CAPITAL PROJECTS	676,178	196,492	3,205,000	3,205,000	1,125,000
TOTAL EXPENSES	5,322,056	5,667,486	9,220,400	8,977,182	6,875,244



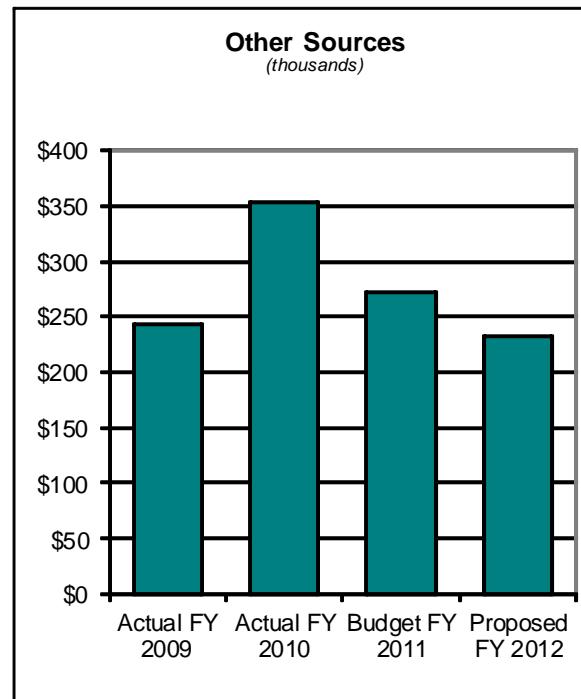
Water Service - The Public Utilities department operates a water distribution system throughout the City. Commercial customers are billed monthly. Residential accounts are split into three sections of the City, each billed quarterly during alternate months to provide a constant cash flow for this Enterprise Fund. An analysis of proposed water rate increases is included in the appendix. Rates have increased for several years to pay debt service for a long-term raw water source to supplement the City's reservoir in times of drought. The agreement with the City of Newport News was signed in April, 2009.



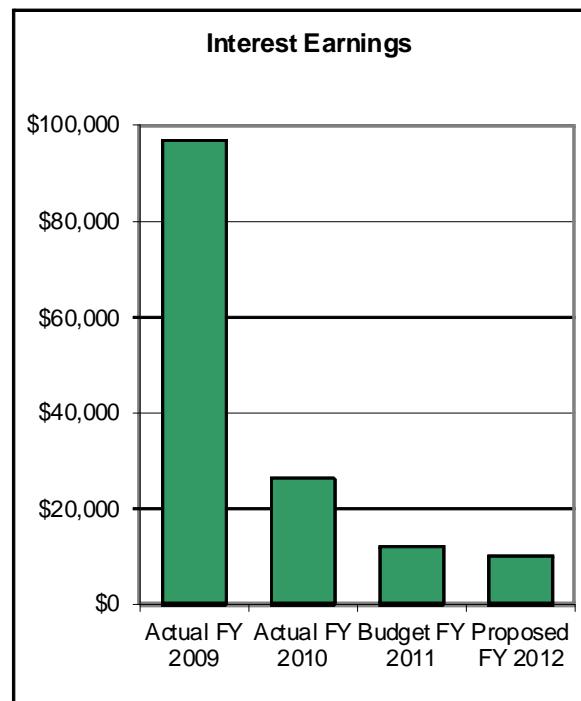
Sewer Service - Sewer lines are maintained by the City, with 14 pump stations collecting and transmitting sewage to the Hampton Roads Sanitation District for treatment. Sewer charges are billed together with water, and both are based on consumption. Sewer charges are collected and paid to HRSD on a contractual basis. The City does not have any control over rates charged by HRSD, and have increased each of the past several years.



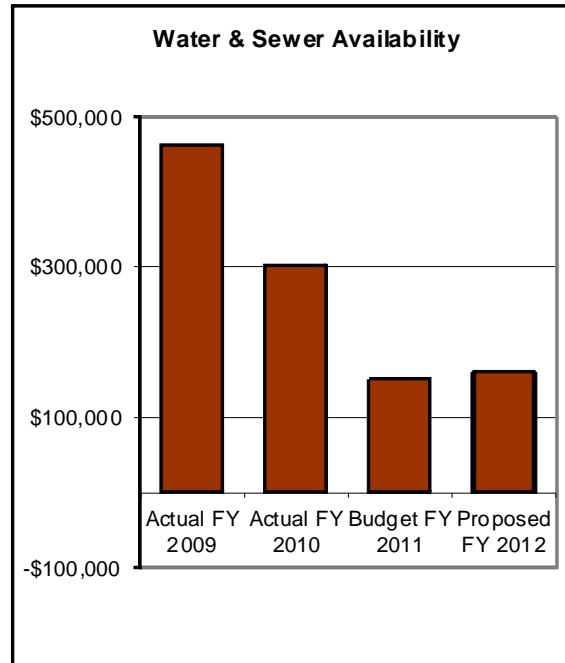
Other Sources - These revenues are made up of penalties, water and sewer connection fees, water tank antenna contracts, and other miscellaneous items. Development in the City dictates the amount of revenues provided by these sources, and is difficult to estimate from year to year.



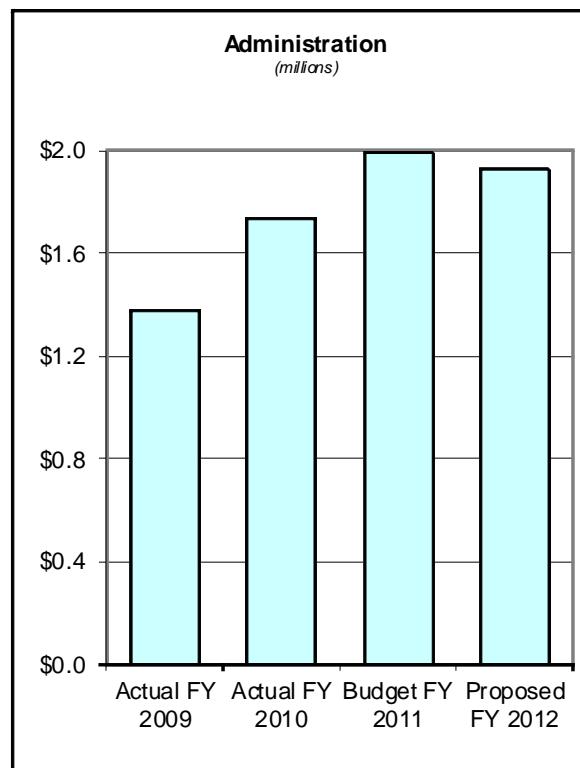
Interest Earnings - Interest earnings in this fund, like any city fund, are a product of idle resources invested under the City's stringent investment policy, and current interest rates. The City has invested exclusively in the State's Local Government Investment Pool for the past several years. Due to the lingering decline in short-term rates, and use of \$2 Million from Utility Fund reserves in 2009 for partial funding of the Newport News Water Agreement, interest earnings have been reduced to a fraction of recent years' levels. The City's Investment Committee members and staff continue to analyze market conditions in order to maximize interest earnings, and make the right decisions, consistent with the investment policy.



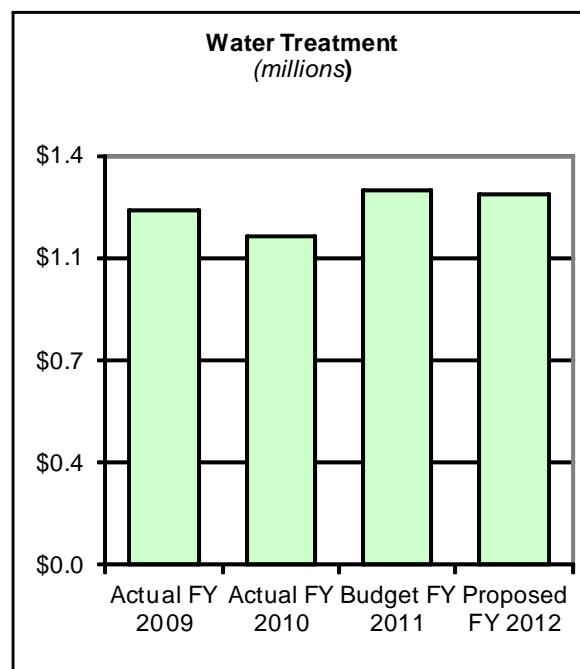
Water & Sewer Availability - Availability fees are charges for a home or business to have access to existing water and sewer lines. Water and sewer connection charges, as discussed previously, are additional charges, based on the cost of constructing connections to a home or business. Availability fees increase as development takes place, and is difficult to estimate each year. Recent declines in building activity are proportional to availability fee revenue, and as reflected in the graph. The budget estimate for FY 2012 is \$160,000.



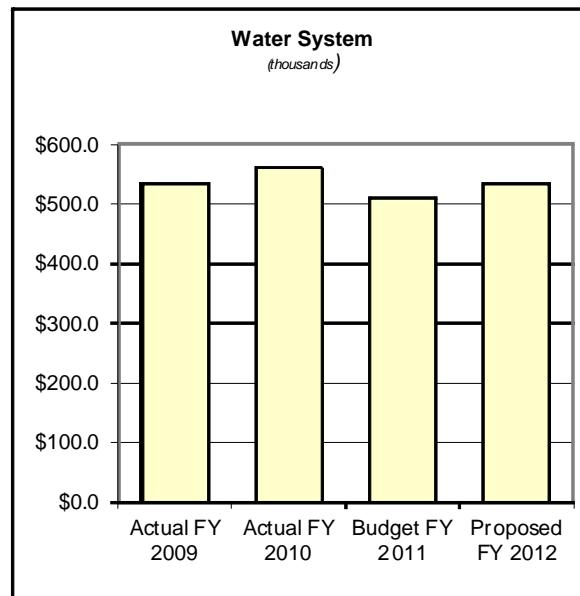
Administration - Administration expenses account for 33% of the total utility fund. Three full-time persons make up the administrative staff of the utility department, with an unfilled position of Utility Engineer frozen for FY2012. Depreciation and overhead expenses have decreased for next fiscal year based on last year's actual amounts. Overhead is reimbursed to the General Fund for all administrative functions performed by the City Manager's office, Engineering, and the Shop on a set percentage basis, as well as the Finance Department for billing, collection, and accounting activities. Depreciation (non-cash expense) of the City's intangible water rights purchased from Newport News is being depreciated over 25 years.



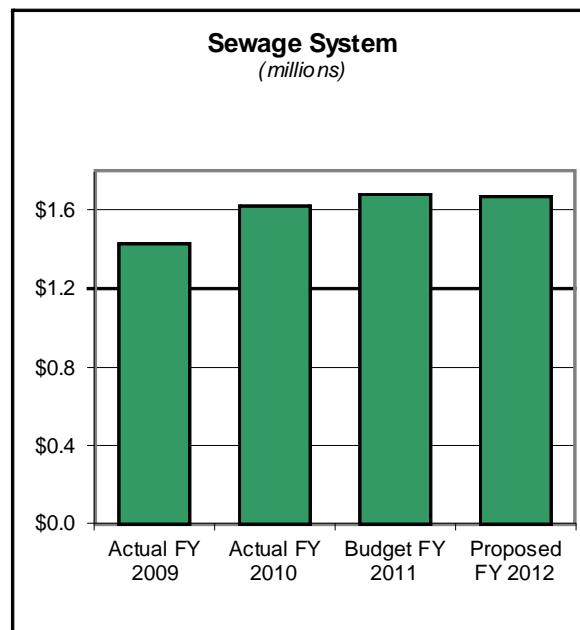
Water Treatment - The City owns and operates its own water filter plant located at Waller Mill Reservoir, in adjacent York County. The plant produces an average of 3.3 million gallons of water daily, and continues to provide safe drinking water to over 4,300 accounts. Expenses for the water treatment plant are estimated to decrease less about 1% for FY2012, by holding the line in operating costs during these tough economic times, and with a reduced budget for taxes anticipated to be paid to York County. Capital expenses required by the water treatment plant are provided for in the Utility Fund Capital Improvement Program.



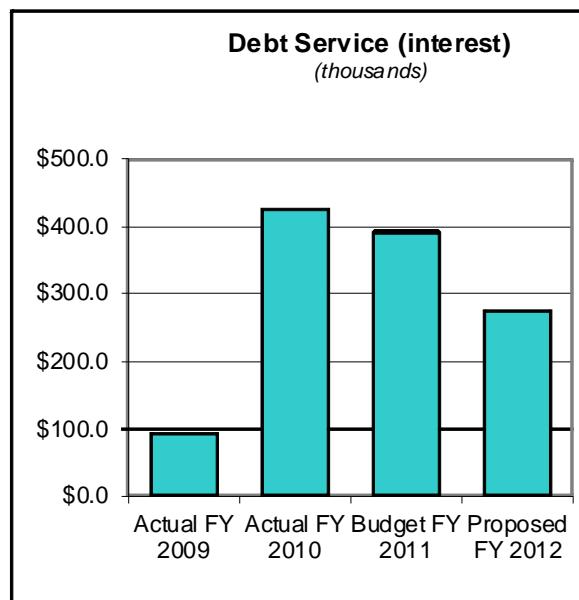
Water System - Water system personnel are responsible for managing the water distribution system, which consists of 60 miles of lines and three water tanks throughout the City, with a fourth tank under construction. Expenses for FY2012 are expected to increase by 4.6% from last fiscal year, due to increased healthcare & dental cost estimates.



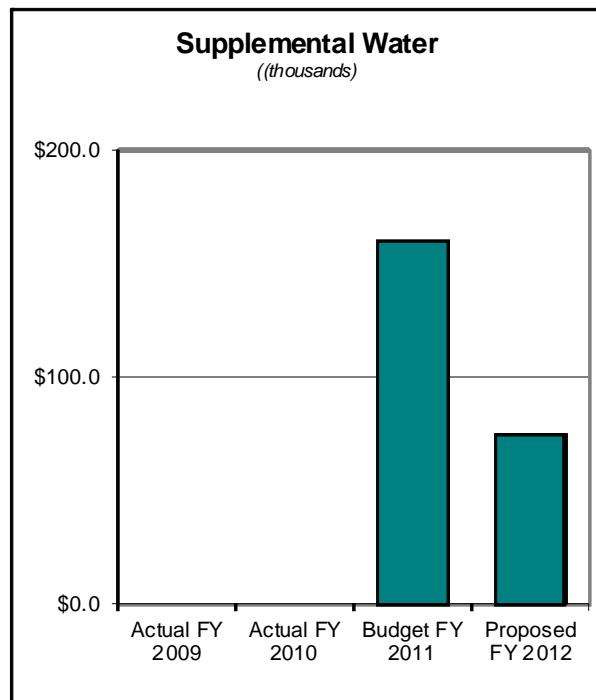
Sewage System - The sewer system includes approximately 50 miles of sewer collection and transmission lines, and 14 pump stations within the City. The sewer system collects and pumps raw sewage to the Hampton Roads Sanitation District (HRSD) for treatment on a contractual basis. Overall, expenses for FY2012 are expected to decline .3% from last fiscal year, largely from reduced professional services.



Debt Service – The remaining debt from the 1997 borrowing for Filter Plant renovations was repaid two years early in 2010 in order to save interest costs. The City borrowed \$10 Million in a bank-qualified loan, and refinanced this debt in October, 2010 to take advantage of historically low long-term interest rates. The City obtained strong bond ratings from Standard & Poor's (AA+) and Moody's (Aa1) as part of this refinancing. Principal payments on bonds are treated as fund liabilities and not budgeted as expenses in this enterprise fund.



Supplemental Water - The City pays for supplemental water when the reservoir's water levels are low, especially during drought conditions. Charges for water, if needed and pumped to the City, are based on usage. No water has been purchased since 2003. For FY 2012 and beyond, maintenance charges will be paid as part of the Newport News water agreement. Charges for FY2012 are expected to be \$10,000.



 Budget Summaries

CITY OF WILLIAMSBURG

PUBLIC ASSISTANCE FUND - FISCAL YEAR 2012

	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGETED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>REVENUES:</u>				
STATE	476,059	442,592	620,391	550,270
FEDERAL	674,340	826,027	737,854	728,792
MISCELLANEOUS	51,878	35,874	0	0
CITY - GENERAL FUND	<u>640,000</u>	<u>580,000</u>	<u>759,272</u>	<u>772,707</u>
TOTAL REVENUES	1,842,277	1,884,493	2,117,517	2,051,769
<u>EXPENDITURES:</u>				
HEALTH AND WELFARE	<u>1,774,136</u>	<u>1,807,858</u>	<u>2,117,517</u>	<u>2,051,769</u>
TOTAL EXPENDITURES	1,774,136	1,807,858	2,117,517	2,051,769

Budget Summaries

CITY OF WILLIAMSBURG

GOVERNMENTAL FUNDS - FISCAL YEAR 2012

SCHEDULE OF BUDGETED REVENUES, EXPENSES, AND CHANGES IN FUND BALANCES

	<u>General Fund</u>	<u>Sales Tax Fund (General Capital Improvement Fund)</u>	<u>Public Assistance Fund</u>	<u>Total</u>
Fund Balance June 30, 2010 [audited]	\$31,012,609	-\$5,020,915	\$246,300	\$26,237,994
Estimated Revenues - Fiscal 2011	\$32,015,447	\$4,182,000	\$2,117,517	\$38,314,964
Add: Bond Proceeds		\$1,375,000		\$1,375,000
Estimated Expenditures - Fiscal 2011	-\$30,701,275	-\$9,194,993	-\$2,117,517	-\$42,013,785
Estimated Encumbrances - Capital Improvements**	--	-\$1,550,000	--	-\$1,550,000
Estimated Fund Balance June 30, 2011	\$32,326,781	-\$10,208,908	\$246,300	\$22,364,173
Estimated Revenues - Fiscal 2012				
General Property Taxes	\$12,355,150	--	--	\$12,355,150
Other Local Taxes	\$13,920,600	\$4,000,000	--	\$17,920,600
Licenses and Permits	\$151,930	--	--	\$151,930
Fines and Forfeitures	\$206,000	--	--	\$206,000
Revenue from Use of Money & Property	\$497,950	\$75,000	--	\$572,950
Charges for Services	\$409,900	--	--	\$409,900
Miscellaneous	\$1,322,397	\$0	--	\$1,322,397
Courthouse (contingency)	\$0	\$150,000		
Intergovernmental	\$2,919,810	--	\$2,051,769	\$4,971,579
Total Revenues	\$31,783,737	\$4,225,000	\$2,051,769	\$37,910,506
Estimated Expenditures - Fiscal 2012				
General Government Administration	-\$3,944,073	-\$264,000	--	-\$4,208,073
Judicial Administration	-\$420,000	--	--	-\$420,000
Public Safety	-\$8,935,580	-\$1,370,000	--	-\$10,305,580
Public Works	-\$3,386,840	-\$1,252,000	--	-\$4,638,840
Health and Welfare	-\$1,223,234	--	-\$2,051,769	-\$3,275,003
Education	-\$7,313,025	-\$450,000	--	-\$7,763,025
Parks, Recreation, and Cultural	-\$2,162,974	-\$462,000	--	-\$2,624,974
Community Development	-\$4,486,444	--	--	-\$4,486,444
Courthouse (contingency)	--	-\$150,000		
Debt Service	--	-\$1,144,898	--	-\$1,144,898
Total Expenditures/Expenses	-\$31,872,170	-\$5,092,898	-\$2,051,769	-\$38,866,837
Estimated Fund Balances June 30, 2012	\$32,238,348	-\$11,076,806	\$246,300	\$21,407,842
Estimated General Fund - Fund Balance	\$32,238,348	-\$11,076,806		\$21,161,542
General Fund - % of FY 2012 Operating Revenues				66.6%
General Fund Reserve Policy				35.0%

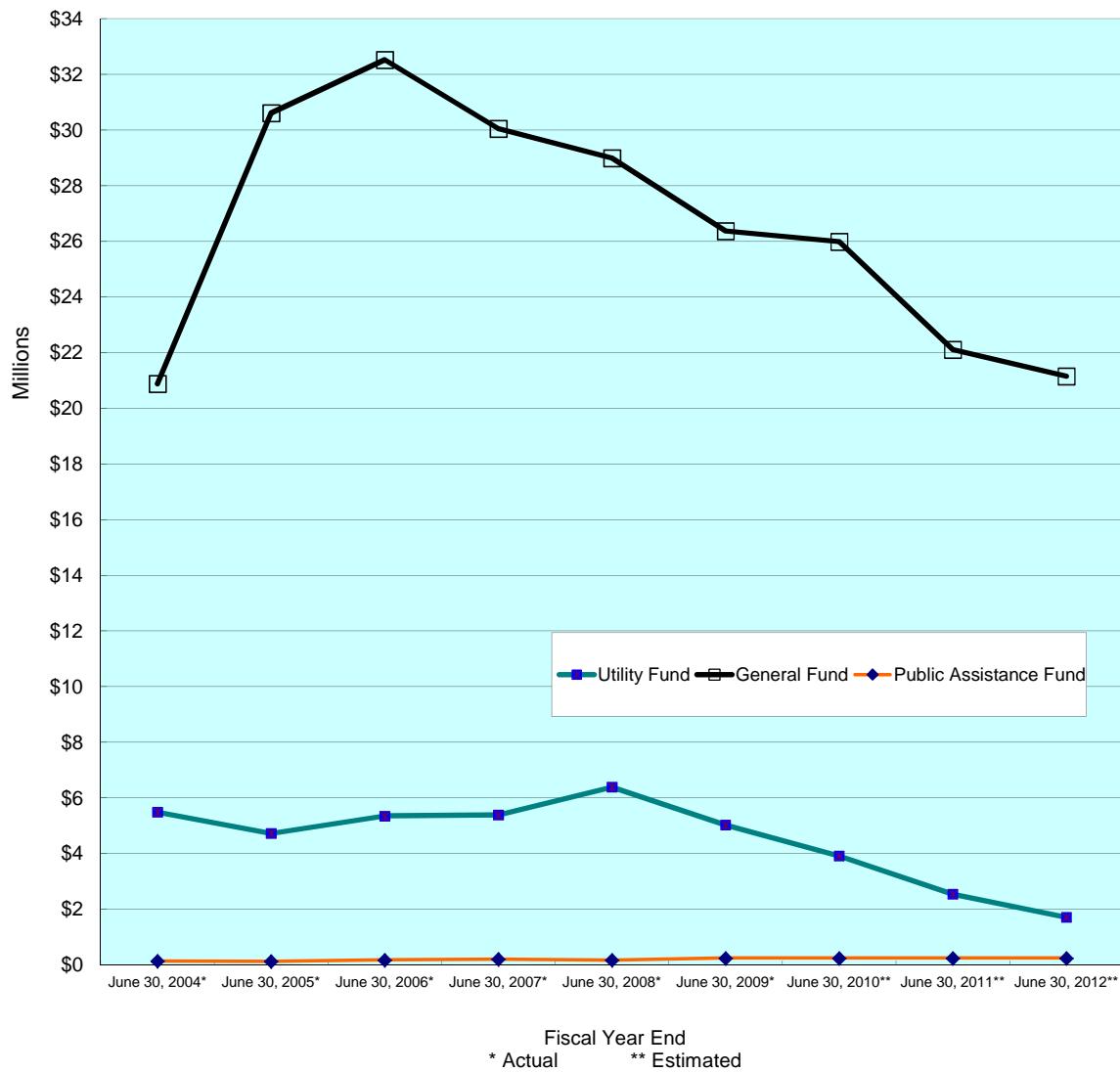
* General Fund & Sales Tax Fund are combined in the General Fund in the Comprehensive Annual Financial Report in compliance with generally accepted accounting principals.

**Amounts encumbered represent estimate of carryover balances for renovation and construction of Municipal Building, and School capital projects.

SCHEDULE OF BUDGETED REVENUES, EXPENSES, AND CHANGES IN WORKING CAPITAL

	<u>Utility Fund</u>
Working Capital-June 30, 2010 [audited]***	\$3,915,822
Estimated Revenues - Fiscal 2011	\$7,198,000
Estimated Expenses - Fiscal 2011	-\$8,577,182
Sub-total Estimated Working Capital - June 30, 2011	\$2,536,640
Less Debt Service Principal Payments	-\$791,300
Add Depreciation Expense (non-cash item)	\$805,000
Estimated Working Capital June 30, 2011	\$2,550,340
Estimated Revenues - Fiscal 2012	
Revenue from Use of Money & Property	\$10,000
Charges for Services	\$5,744,250
Total Revenues	\$5,754,250
Estimated Expenses - Fiscal 2012	
Public Utilities - Operations	-\$5,750,244
Capital Projects	-\$1,125,000
Total Expenditures/Expenses	-\$6,875,244
Subtotal Working Capital June 30, 2012	\$1,429,346
Less Debt Service Principal Payments	-\$563,537
Add Depreciation Expense (non-cash item)	\$845,000
Estimated Working Capital - June 30, 2012	\$1,710,809

***Working capital is the excess of current assets over current liabilities-approximates cash.

Estimated Changes in Fund Balances / Working Capital
Fiscal Years 2004-2012

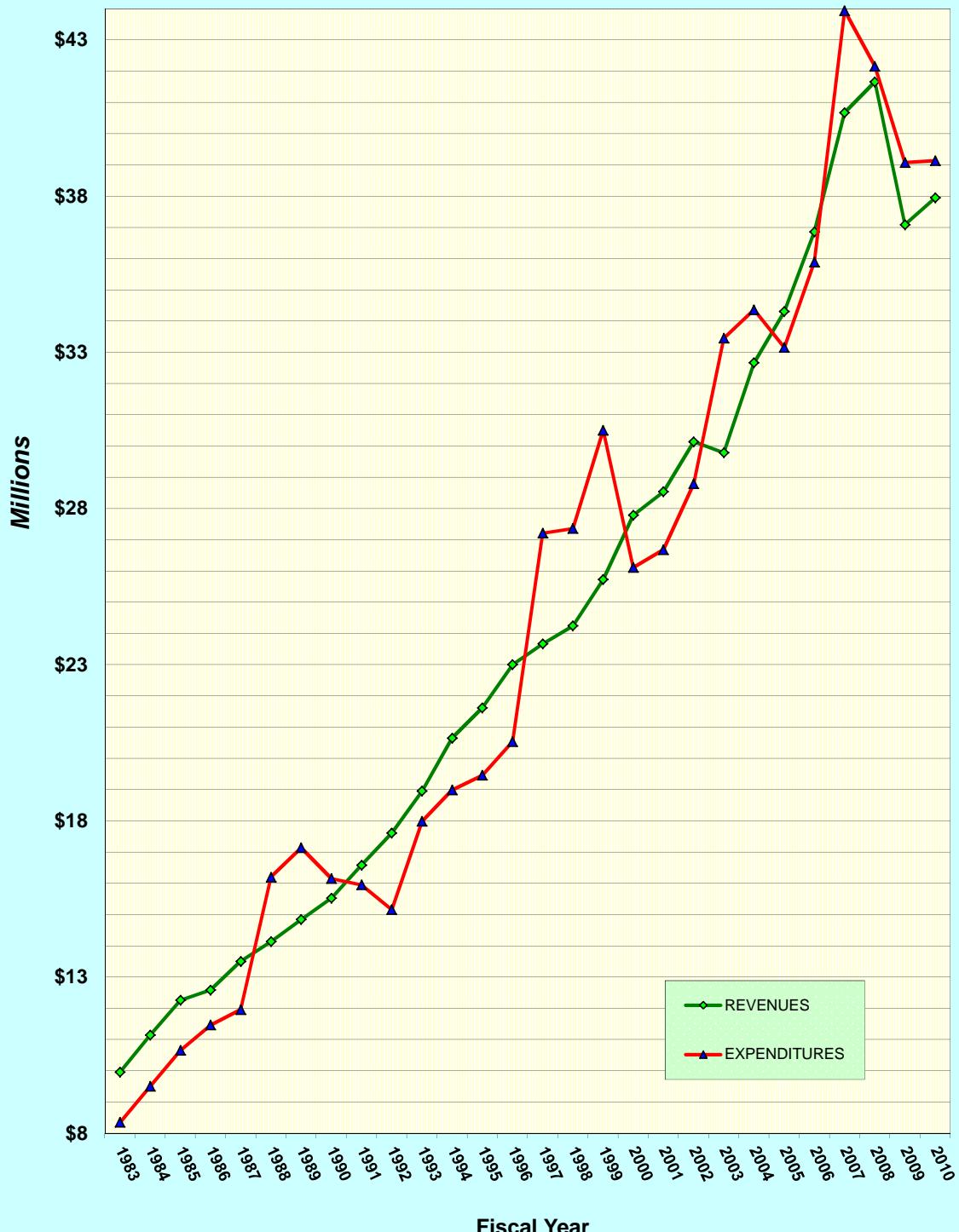
General Fund includes the City's Sales Tax CIP

A trend analysis of the City's governmental funds operations shows how cycles of saving and spending have balanced over time to maintain adequate cash reserves:

- 1982-89 Although revenues kept rising 5% per year, the use of accumulated reserves were necessary to fund completion of major road repairs, a new municipal building, and a long list of other projects city-wide between 1988 and 1989.
- 1990-92 These years brought an overall revenue growth rate of 5.9%, while experiencing a cut in spending averaging 4% for the three-year period. This was again brought on by deferring capital projects. This period also brought about increases in fund balances totaling \$2.46 million.
- 1993-94 Capital projects completed in 1993 brought overall spending to \$18 million, an 18% increase over 1992. Because spending was held in check while revenues were increasing in prior years, accumulated reserves were available to finance these projects.
- 1995-96 Conservative spending combined with a strong local tourist economy provided the City with total General & Sales Tax fund balances in excess of \$17 million at June 30, 1996. These reserves enabled completion of necessary capital projects during the following few fiscal years.
- 1997-98 In an effort to maintain prudent reserve levels, \$8 million in bank qualified borrowing was used to fund the renovation of Matthew Whaley School and the Library. In addition construction began on the Municipal Center Plaza, joint Courthouse, and the water treatment plant. Capital spending and commitments totaled \$22.26 million for these projects with completion in June, 1999. Total general fund expenditures outpaced revenues by \$6.2 million during this two-year period.
- 1999-2000 The City Square Green and Plaza and the joint Courthouse were completed. Total capital spending was \$14.2 million over this two year period, ending with reserves of \$14.9 million.
- 2001 The Quarterpath Recreation Center expansion was well underway. Stormwater improvements, street construction projects, and other public works improvements were completed. General Fund reserves increased to \$17.3 Million. Utility Fund working capital also increased by \$1 Million to \$4.8 Million, largely again with the delay of capital projects.
- 2002 The Quarterpath Recreation Center expansion was completed, the Prince George Parking Garage (PGPG) was approved and site work began, and the Williamsburg Transportation Center was renovated. General Fund reserves increased by \$8.6 Million, largely by borrowing \$7.5 Million to finance the parking garage, which will be completed by mid-FY 2004.

- 2003 Underground wiring for the Richmond Road improvement project, property acquisitions for the City's economic development plans, and continued construction of the parking garage were the major capital projects for FY 2003. General Fund reserves decreased overall by \$3.5 Million, to \$22.4 Million during the year.
- 2004 Parking garage was completed and operating in March, 2004. Prince George streetscape project was nearing completion at fiscal year end. Additional property was acquired for the Treyburn Drive extension. General Fund reserves decreased by \$1.5 Million, to \$20.9 Million during the year.
- 2005 Revenues exceeded spending in Fiscal Year 2005 as the preparation for expensive capital projects – such as the Richmond Road reconstruction and the Treyburn Drive extension – continued. Underground wiring continued along Monticello Avenue. Bonds were issued for \$8.5 Million to pay for the 3rd High School and refinance the Parking Garage, and as a result, General Fund reserves increased by \$9.7 Million to \$30.6 Million.
- 2006 Capital projects totaling \$4.4 Million were completed in FY 2006. Construction on Richmond Road and Treyburn Drive was well underway at year end, underground wiring was completed on Monticello Avenue, and construction began on Warhill High and Matoaka Elementary Schools. General Fund reserves increased \$1.9 Million to \$32.5 Million.
- 2007 Treyburn Drive, Richmond Road, and Redoubt Park projects were completed. Major roof replacements were undertaken at the Police, Fire, and Library buildings. Warhill High and Matoaka Elementary schools were almost completed. General Fund reserves decreased from \$32.5 Million to \$30.2 Million.
- 2008 Capital spending in FY2008 included Quarterpath Road improvements, maintenance on three city bridges, underground wiring projects, and the purchase of a former motel property for economic development. General Fund reserves decreased from \$30.2 Million to \$29.0 Million.
- 2009 Major FY2009 projects included Kiwanis Park Ballfield improvements, the Emergency Operations Center, and design phase of the renovation and expansion of the Municipal Building. General Fund reserves decreased from \$29.0 Million to \$26.4 Million, well beyond the City's 35% reserve policy.
- 2010 Projects included emergency restoration work on Merrimac Trail to stabilize the roadway at a cost of \$.6 Million, \$2.7 Million for work completed by June 2010 on the Municipal Building renovation and addition, and school projects costs, including two new schools, at a cost of \$1.5 Million. Fund Balance decreased slightly from \$26.4 Million to \$26.0 Million, with a reserve ratio of 59.2% of revenues for the year.

Governmental Funds-Actual Revenue/Expenditure Historic Trends



Source: City of Williamsburg Comprehensive Annual Financial Reports

Governmental Funds include General & Special Revenue Funds*

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>REVENUES</u>						
<u>REVENUE FROM LOCAL SOURCES:</u>						
	<u>REAL PROPERTY TAXES</u>					
001-0110-0101	CURRENT FY 2012 TAXES	10,008,091	10,107,172	9,750,000	9,700,000	9,300,000
001-0110-0102	DELINQUENT TAXES	<u>128,888</u>	<u>70,938</u>	<u>100,000</u>	<u>125,000</u>	<u>100,000</u>
	TOTAL REAL PROPERTY TAXES	10,136,979	10,178,110	9,850,000	9,825,000	9,400,000
	<u>PUBLIC SERVICES TAXES</u>					
001-0110-0201	REAL ESTATE TAXES	278,630	308,141	305,700	313,385	315,000
001-0110-0203	PERSONAL PROPERTY TAXES	<u>520</u>	<u>448</u>	<u>520</u>	<u>566</u>	<u>550</u>
	TOTAL PUBLIC SERVICE TAXES	279,150	308,589	306,220	313,951	315,550
	<u>PERSONAL PROPERTY TAXES</u>					
001-0110-0301	CURRENT FY 2012 TAXES	1,313,948	1,252,875	1,180,000	1,240,000	1,245,000
001-0110-0302	DELINQUENT TAXES	<u>30,832</u>	<u>31,508</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
	TOTAL PERSONAL PROPERTY TAXES	1,344,780	1,284,383	1,210,000	1,270,000	1,275,000
	<u>BUSINESS PROPERTY TAXES</u>					
001-0110-0401	CURRENT FY 2012 TAXES	1,298,325	1,279,457	1,220,000	1,280,000	1,260,000
001-0110-0402	DELINQUENT TAXES	<u>59,054</u>	<u>17,237</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
	TOTAL BUSINESS PROPERTY TAXES	1,357,379	1,296,694	1,245,000	1,305,000	1,285,000
	<u>PENALTIES AND INTEREST ON TAXES</u>					
001-0110-0601	PENALTIES - PROPERTY TAXES	40,637	34,866	28,000	30,000	30,000
001-0110-0601A	NON-FILE FEES	14,994	10,444	12,000	10,000	10,000
001-0110-0602	INTEREST- PROPERTY TAXES	20,696	15,825	18,000	16,000	16,000
001-0110-0603	PENALTIES-ROOM AND MEAL TAX	15,434	12,557	15,000	13,000	13,000
001-0110-0604	INTEREST-ROOM AND MEAL TAX	1,619	1,830	2,000	1,800	1,800
001-0110-0605	PENALTIES-BUSINESS LICENSES	7,500	9,481	8,000	8,000	8,000
001-0110-0606	INTEREST-BUSINESS LICENSES	<u>372</u>	<u>935</u>	<u>800</u>	<u>800</u>	<u>800</u>
	TOTAL PENALTIES AND INTEREST	101,252	85,938	83,800	79,600	79,600
	<u>TOTAL GENERAL PROPERTY TAXES</u>	13,219,540	13,153,714	12,695,020	12,793,551	12,355,150
<u>OTHER LOCAL TAXES</u>						
	<u>CONSUMER UTILITY TAXES</u>					
001-0120-0201	DOMINION POWER	201,824	204,673	200,000	200,000	200,000
001-0120-0202A	COMMUNICATIONS SALES TAX	749,462	752,584	750,000	760,000	760,000
001-0120-0203	VIRGINIA NATURAL GAS	<u>89,224</u>	<u>90,121</u>	<u>85,000</u>	<u>90,000</u>	<u>90,000</u>
	TOTAL CONSUMER UTILITY TAXES	1,040,510	1,047,378	1,035,000	1,050,000	1,050,000
	<u>BUSINESS LICENSE TAXES (BPOL)</u>					
001-0120-0301	CONTRACTING	409,973	266,464	300,000	240,000	240,000
001-0120-0302	RETAIL SALES	609,846	657,108	590,000	640,000	640,000
001-0120-0303	PROFESSIONAL	86,171	217,602	200,000	215,000	215,000
001-0120-0304	REPAIRS & PERSONAL BUSINESS	486,252	427,532	400,000	420,000	420,000
001-0120-0305	WHOLESALE	<u>3,293</u>	<u>2,777</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>
	TOTAL BUSINESS LICENSE TAXES	1,595,535	1,571,483	1,492,600	1,517,600	1,517,600
	<u>FRANCHISE LICENSE TAXES</u>					
001-0120-0402	GAS & ELECTRIC	64,035	64,906	60,000	65,000	65,000
001-0120-0403	TELEPHONE	40,685	52,843	40,000	45,000	45,000
001-0120-0404	OTHER	<u>3,300</u>	<u>3,500</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	TOTAL FRANCHISE LICENSE TAXES	108,020	121,249	103,000	113,000	113,000

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>MISCELLANEOUS TAXES</u>						
001-0120-0600	BANK STOCK TAXES	128,755	167,652	130,000	170,000	170,000
001-0120-0701	RECORDATION TAXES	170,417	136,891	120,000	110,000	110,000
001-0120-0800	CIGARETTE TAXES	<u>144,535</u>	<u>158,460</u>	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>
	TOTAL MISCELLANEOUS TAXES	443,707	463,003	410,000	440,000	440,000
<u>ROOM & MEAL TAXES</u>						
001-0121-0000	ROOM TAXES	3,574,810	3,248,789	3,200,000	3,350,000	3,400,000
001-0121-0050	\$2 LODGING TAXES (FOR WADMC)	1,347,470	1,277,760	1,500,000	1,500,000	1,500,000
001-0121-0100	MEAL TAXES	<u>5,522,541</u>	<u>5,607,318</u>	<u>5,400,000</u>	<u>5,800,000</u>	<u>5,900,000</u>
	TOTAL ROOM & MEAL TAXES	10,444,821	10,133,867	10,100,000	10,650,000	10,800,000
<u>TOTAL - OTHER LOCAL TAXES</u>		<u>13,632,593</u>	<u>13,336,980</u>	<u>13,140,600</u>	<u>13,770,600</u>	<u>13,920,600</u>
<u>TOTAL - ALL TAXES</u>		26,852,133	26,490,694	25,835,620	26,564,151	26,275,750
<u>LICENSES AND PERMITS</u>						
001-0130-0100	ANIMAL LICENSES (DOG)	3,045	2,556	2,000	2,000	2,000
001-0130-0302	RENTAL INSPECTION FEES	5,300	2,550	2,000	3,250	8,700
001-0130-0303	ON STREET PARKING PERMITS	6,235	6,095	5,400	5,400	5,400
001-0130-0304	LAND USE APPLICATION FEES	5,750	0	2,000	2,000	2,000
001-0130-0305	TRANSFER FEES	1,372	679	500	500	500
001-0130-0306	ZONING ADVERTISING FEES	3,000	1,500	2,100	2,100	2,100
001-0130-0307	ZONING & SUBDIVISION PERMITS	2,700	710	2,280	2,280	2,280
001-0130-0308	BUILDING PERMITS	61,210	46,742	50,000	44,000	46,000
001-0130-0309	BUILDING INSPECTION FEES	960	520	1,200	300	300
001-0130-0310	ELECTRICAL PERMITS	21,293	14,447	20,000	19,000	20,000
001-0130-0311	ELECTRICAL INSPECTION FEES	360	120	300	100	200
001-0130-0312	PLUMBING PERMITS	19,779	14,033	20,000	19,000	20,000
001-0130-0313	PLUMBING INSPECTION FEES	40	40	200	100	200
001-0130-0314	MECHANICAL PERMITS	18,741	17,601	15,000	13,000	15,000
001-0130-0314A	MECHANICAL INSPECTION PERMITS	320	80	300	40	100
001-0130-0319	SIGN PERMITS & INSPECTION FEES	2,625	3,410	2,000	2,000	2,000
001-0130-0320	RIGHT OF WAY PERMITS	2,280	2,000	1,500	1,500	1,500
001-0130-0322	ELEVATOR PERMITS	7,890	7,495	7,000	2,500	3,000
001-0130-0323	OCCUPANCY PERMITS	2,844	1,200	3,000	1,000	1,100
001-0130-0324	EROSION & SEDIMENT CONTROL PERMITS	2,750	9,392	4,000	2,000	2,500
001-0130-0327	SOLICITOR PERMITS	240	415	500	500	500
001-0130-0331	TAXI DRIVER	1,300	1,275	450	500	500
001-0130-0333	FIRE PREVENTION	450	930	200	600	200
001-0130-0335	FIRE PROTECTION	10,688	3,928	3,500	3,900	3,900
001-0130-0335A	FIRE PROTECTION INSPECTION	0	40	300	300	300
001-0130-0336	REZONING	7,288	850	2,000	500	1,000
001-0130-0338	PRECIOUS METAL PERMIT	200	200	0	600	200
001-0130-0340	TOUR GUIDES	4,800	6,000	2,400	2,600	2,400
001-0130-0349	SITE PLAN REVIEW FEES	11,077	12,142	4,000	3,000	4,000
001-0130-0405	GAS PERMITS	3,101	7,749	4,000	4,000	4,000
001-0130-0406	GAS INSPECTION FEES	0	0	50	50	50
	TOTAL LICENSES AND PERMITS	207,638	164,699	158,180	138,620	151,930
<u>FINES</u>						
001-0140-0101	COURT FINES	147,022	107,894	140,000	110,000	110,000
001-0140-0102	PARKING FINES	86,090	93,742	90,000	95,000	95,000
001-0140-0103	CODE VIOLATIONS	<u>150</u>	<u>850</u>	<u>2,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL FINES	233,262	202,486	232,000	206,000	206,000

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>REVENUE FROM USE OF MONEY & PROPERTY</u>						
001-0150-0101	INTEREST EARNINGS	375,991	207,217	0	0	0
001-0150-0201	RENT - GENERAL PROPERTY	17,802	18,858	18,654	19,000	19,000
001-0150-0201A	RENT- LONGHILL PROPERTY	10,456	8,946	9,400	9,450	9,450
001-0150-0201B	RENT- CITY SQUARE - LOTS 1,2,3	43,988	44,071	43,000	43,000	43,000
001-0150-0202	RENT - COMMUNITY BLDG.	37,284	40,255	35,000	38,000	38,000
001-0150-0203	RENT- MUNICIPAL CENTER	15,550	13,332	13,200	13,200	13,200
001-0150-0204	PGPG PARKING FEES	209,300	212,492	200,000	240,000	240,000
001-0150-0205	SALE OF SURPLUS EQUIPMENT	8,175	25,319	8,000	9,000	9,000
001-0150-0207	RENT - TRAIN STATION	121,960	123,780	122,000	122,000	119,000
001-0150-0207A	COMMISSIONS-TRAIN STATION	1,314	1,423	1,300	1,300	1,300
001-0150-0208	RENT - STRYKER BLDG	<u>7,160</u>	<u>6,050</u>	<u>6,500</u>	<u>6,000</u>	<u>6,000</u>
	TOTAL- USE OF MONEY & PROPERTY	848,980	701,743	457,054	500,950	497,950
<u>CHARGES FOR SERVICES</u>						
001-0160-0103	SHERIFF FEES	1,331	1,460	1,378	1,350	1,350
001-0160-0201	COMMONWEALTH ATTORNEY FEES	<u>138</u>	<u>267</u>	<u>250</u>	<u>250</u>	<u>250</u>
	TOTAL CHARGES FOR SERVICES	1,469	1,727	1,628	1,600	1,600
<u>CHARGES FOR PARKS & RECREATION</u>						
001-0161-0302	SWIMMING POOL FEES	6,083	7,989	12,000	6,600	6,600
001-0161-0303	TENNIS FEES	18,900	27,891	12,000	26,000	26,000
001-0161-0304	WALLER MILL PARK RENTALS	73,909	79,938	80,000	60,000	60,000
001-0161-0304A	WALLER MILL PARK-ENTRANCE FEES	0	0	120,000	50,000	50,000
001-0161-0305	VENDING MACHINES-QUARTERPATH	584	356	2,500	600	600
001-0161-0306	CLASSES	15,742	15,022	20,000	15,000	15,000
001-0161-0307	ATHLETICS	157,829	157,526	145,000	160,000	160,000
001-0161-0308	MISCELLANEOUS	25,762	31,667	15,000	28,000	30,000
001-0161-0309	WALLER MILL DOG PARK FEES	7,523	7,491	6,000	6,000	6,000
001-0161-0310	WALLER MILL PARK PROGRAMS	2,453	10,815	2,000	8,500	8,000
001-0161-0311	WALLER MILL PARK RETAIL SALES	<u>8,788</u>	<u>11,802</u>	<u>6,000</u>	<u>9,500</u>	<u>9,500</u>
	TOTAL CHARGES - PARKS & RECREATION	317,573	350,497	420,500	370,200	371,700
<u>CHARGES-PLANNING & COMM. DEVELOPMENT</u>						
001-0161-0601	SALE OF MAPS, SURVEYS, ETC	1,745	791	2,000	1,000	1,000
001-0161-0602	SALE OF PUBLICATIONS	120	840	200	600	600
001-0161-0603	SALE OF CEMETERY LOTS	8,758	15,200	16,000	16,000	16,000
001-0161-0604	GRAVE OPENINGS	14,450	18,050	15,000	15,000	15,000
001-0161-0605	GRAVE STONE FOUNDATIONS	<u>3,625</u>	<u>3,000</u>	<u>3,000</u>	<u>4,000</u>	<u>4,000</u>
	TOTAL CHARGES-PLAN. & COMM. DEV.	28,698	37,881	36,200	36,600	36,600
<u>MISCELLANEOUS</u>						
001-0189-0902	PAYMENTS IN LIEU OF TAXES	94,822	98,052	94,000	95,000	95,000
001-0189-0905	EMS RECOVERY FEES	411,430	396,546	430,000	430,000	430,000
001-0189-0916	OTHER	165,424	88,232	15,000	30,000	30,000
001-0189-0919	ROYALTIES	374	275	400	275	275
001-0189-0925	PORT ANNE MTCE FEES	6,895	6,122	6,122	6,122	6,122
001-0189-0930	DEBT SET-OFF ADMIN FEES	<u>0</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>0</u>
	TOTAL MISCELLANEOUS	678,945	589,227	545,622	561,397	561,397
<u>REVENUE FROM THE COMMONWEALTH</u>						
<u>NON-CATEGORICAL AID</u>						
001-0220-0106	TAX ON DEEDS (GRANTORS TAX)	55,459	48,165	38,000	30,000	30,000
001-0220-0107	ROLLING STOCK TAXES	8,940	2,900	9,000	9,000	9,000
001-0220-0108	RENTAL CAR TAXES	<u>15,899</u>	<u>16,154</u>	<u>8,000</u>	<u>15,000</u>	<u>15,000</u>
	TOTAL NON-CATEGORICAL AID	80,298	67,219	55,000	54,000	54,000

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>SHARED COSTS</u>						
001-0230-0300	COMMISSIONER OF THE REVENUE	85,464	83,733	72,290	70,600	69,200
001-0230-0400	TREASURER	22,475	18,024	12,684	17,300	16,500
001-0230-0500	MEDICAL EXAMINER	0	0	200	200	200
001-0230-0600	REGISTRAR / ELECTORAL BOARD	<u>48,245</u>	<u>43,044</u>	<u>40,000</u>	<u>38,300</u>	<u>36,700</u>
	TOTAL SHARED COSTS	156,184	144,801	125,174	126,400	122,600
<u>EDUCATION</u>						
001-0240-0201	STATE SALES TAX	698,356	796,087	773,000	827,225	856,098
<u>OTHER CATEGORICAL AID</u>						
001-0240-0401	599 FUNDS	427,158	391,496	386,867	386,896	386,896
001-0240-0402	EMERGENCY PREP. GRANT	0	25,000	0	25,000	25,000
001-0240-0406	STREET & SIDEWALKS	1,382,944	1,376,050	1,376,050	1,426,216	1,426,216
001-0240-0407	FIRE PROGRAMS	32,650	37,342	30,000	30,692	31,000
001-0240-0408	EMS FUNDS - 4 FOR LIFE	14,675	13,915	11,000	14,000	14,000
001-0240-0411	LITTER PREVENTION & RECYCLING	6,337	5,125	4,000	4,000	4,000
001-0240-0415	WIRELESS E-911 FUNDING	88,144	25,331	0	0	0
001-0240-0425	ASSET FORFEITURE PROCEEDS	<u>1,985</u>	<u>604</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL OTHER CATEGORICAL AID	1,953,893	1,874,863	1,807,917	1,886,804	1,887,112
<u>TOTAL REVENUE FROM COMMONWEALTH</u>		2,888,731	2,882,970	2,761,091	2,894,429	2,919,810
<u>NON-REVENUE RECEIPTS</u>						
001-0410-0400	JOINT ACTIVITIES	0	0	4,000	0	0
001-0410-0500	UTILITY FUND-OVERHEAD CHARGES	618,138	610,637	620,000	620,000	620,000
001-0410-0600	ARTS COMMISSION	76,350	70,390	65,000	65,000	65,000
001-0410-0650	TRANSFER - CTHOUSE MTCE FUND	9,280	0	0	0	0
001-0410-0800	OVERTIME / POLICE SERVICES	35,725	34,458	35,000	35,000	50,000
001-0410-0900	OVERTIME / FIRE SERVICES	<u>38,358</u>	<u>16,923</u>	<u>10,000</u>	<u>21,500</u>	<u>26,000</u>
	TOTAL NON-REVENUE RECEIPTS	777,851	732,408	734,000	741,500	761,000
TOTAL OPERATING REVENUES BEFORE TRANSFERS		32,835,280	32,154,332	31,181,895	32,015,447	31,783,737
<u>TRANSFERS</u>						
001-0510-0103	TRANSFER - FROM (TO) RESERVES	(236,746)	(1,825,442)	(0)	(1,314,172)	88,433
<u>TOTAL GENERAL FUND REVENUES</u>		<u>32,598,534</u>	<u>30,328,890</u>	<u>31,181,895</u>	<u>30,701,275</u>	<u>31,872,170</u>

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
EXPENDITURES						
	CITY COUNCIL					
001-1101-1001	SALARIES	38,400	38,400	38,400	38,400	38,400
001-1101-2001	FICA	2,938	2,938	2,938	2,938	2,938
001-1101-3002	PROFESSIONAL SERVICES - AUDIT	38,600	40,500	42,600	42,600	45,000
001-1101-3006	PRINTING / NEWSLETTER	9,288	538	10,000	10,000	6,000
001-1101-3007	ADVERTISING	2,773	1,519	3,000	3,000	3,000
001-1101-3008	SPECIAL EVENTS	17,046	8,899	10,000	10,000	33,000
001-1101-5201	POSTAGE	3,033	77	2,500	2,500	2,500
001-1101-5307	PUBLIC OFFICIAL LIABILITY	12,165	10,991	12,000	10,538	11,000
001-1101-5401	OFFICE SUPPLIES	1,743	1,200	1,000	1,000	1,000
001-1101-5413	OTHER OPERATING SUPPLIES	4,480	3,774	4,500	4,500	4,500
001-1101-5501	TRAVEL - MILEAGE	137	604	300	300	300
001-1101-5504	TRAVEL - CONFERENCES	4,847	1,925	5,500	5,500	4,000
001-1101-5801	DUES & ASSOCIATION MEMBERSHIPS	7,258	7,283	9,000	9,000	9,000
001-1101-5869	MAYOR'S CONTINGENCY	727	2,600	2,000	2,000	4,000
001-1101-5870	AFTER PROM PARTY	500	0	0	0	0
001-1101-5893	NATIONAL CITIZEN SURVEY	0	5,900	0	4,000	0
001-1101-7007	ADP EQUIPMENT	51	420	0	0	0
	TOTAL CITY COUNCIL	143,986	127,568	143,738	146,276	164,638
	CLERK OF COUNCIL / COMMUNICATION					
001-1102-1001	SALARIES	73,883	104,035	103,596	103,596	103,596
001-1102-2001	FICA	5,682	7,917	7,925	7,925	7,925
001-1102-2002	RETIREMENT [VRS]	8,664	15,888	16,863	16,863	16,863
001-1102-2004	DENTAL	1,782	1,128	3,500	3,500	3,500
001-1102-2005	HOSPITALIZATION	2,942	13,445	14,257	15,036	16,540
001-1102-2006	GROUP INSURANCE	476	608	1,139	1,139	513
001-1102-2010	WORKERS COMPENSATION	22	37	50	50	50
001-1102-2016	TRAINING	134	1,281	500	500	500
001-1102-3006	ORDINANCES	6,725	7,909	9,000	6,000	9,000
001-1102-5401	OFFICE SUPPLIES	390	273	700	700	500
001-1102-5413	OTHER OPERATING SUPPLIES	627	186	800	800	800
001-1102-5501	TRAVEL - MILEAGE	20	0	200	200	200
001-1102-5504	TRAVEL - CONFERENCES	663	1,409	1,500	1,500	1,500
001-1102-5801	DUES & ASSOCIATION MEMBERSHIPS	400	453	1400	1400	1,400
001-1102-5894	PUBLICATION RESOURCES	0	2,323	2,000	2,000	5,000
001-1102-7007	ADP EQUIPMENT	19	399	500	500	0
	TOTAL CLERK OF COUNCIL	102,429	157,291	163,929	161,708	167,886
	CITY MANAGER					
001-1201-1001	SALARIES	356,052	300,957	303,992	303,992	308,377
001-1201-1003	PART-TIME SALARIES	22,241	22,645	25,000	25,000	25,000
001-1201-2001	FICA	25,344	21,711	25,168	25,168	25,503
001-1201-2002	RETIREMENT [VRS]	51,928	46,622	49,481	49,481	50,195
001-1201-2004	DENTAL	5,640	3,820	6,000	6,000	6,000
001-1201-2005	HOSPITALIZATION	18,934	19,958	21,200	22,540	24,794
001-1201-2006	GROUP INSURANCE	2,808	1,783	3,341	3,341	3,341
001-1201-2010	WORKERS COMPENSATION	374	320	320	320	320
001-1201-2011	CAR ALLOWANCE	6,750	7,050	7,200	7,200	7,200
001-1201-3001	PROFESSIONAL SERVICES-HEALTH	2,485	2,730	4,000	4,000	4,000
001-1201-3006	PRINTING	1,296	402	1300	1300	1100
001-1201-3007	ADVERTISING	1,171	93	500	500	500
001-1201-5201	POSTAGE	1,465	1,300	1,700	1,700	1,700
001-1201-5203	TELECOMMUNICATION	9,627	7,965	6,000	6,000	6,000
001-1201-5305	MOTOR VEHICLE INSURANCE	927	899	920	920	920
001-1201-5307	PUBLIC OFFICIAL LIABILITY	9,124	8,243	9,400	7,904	8,500
001-1201-5308	GENERAL LIABILITY	220	203	275	275	275

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001-1201-5401	OFFICE SUPPLIES	3,717	3,661	4,000	4,000	4,000
001-1201-54083	GAS & OIL	830	683	700	700	700
001-1201-5411	BOOKS & SUBSCRIPTIONS	424	298	500	500	500
001-1201-5413	OTHER OPERATING SUPPLIES	4,364	1,530	5,500	5,500	5,500
001-1201-5501	TRAVEL - MILEAGE	645	873	800	800	800
001-1201-5504	TRAVEL - CONFERENCES	7,785	9,142	10,000	10,000	12,000
001-1201-5801	DUES & ASSOCIATION MEMBERSHIPS	7,117	6,348	7,000	7,000	7,000
001-1201-7002	FURNITURE & FIXTURES	2,608	0	2,000	2,000	0
001-1201-7007	ADP EQUIPMENT	<u>2,869</u>	<u>259</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
	TOTAL CITY MANAGER	546,745	469,495	498,297	498,141	504,226
<u>NON-DEPARTMENTAL</u>						
001-1202-5869	CONTINGENCY	265,341	209,803	310,274	100,000	100,000
001-1202-5870	AID TO THE COMMONWEALTH	28,770	28,576	36,000	36,000	45,000
001-1202-5871	CONTINGENCY- HEALTHCARE	0	0	80,000	30,000	0
001-1202-5872	CREDIT CARD FEES	14,788	12,838	15,000	15,000	15,000
001-1202-5873	COMPENSATION ALLOWANCE	0	0	0	0	175,000
001-1202-5875	ECONOMIC DEVELOP. CONTINGENCY	50,000	50,000	50,000	50,000	50,000
001-1202-5886	COURTHOUSE MAINTENANCE PROJECTS	9,280	0	0	0	0
001-1202-5891	PERFORMANCE MEASUREMENT	<u>5,550</u>	<u>5,550</u>	<u>5,550</u>	<u>5,550</u>	<u>5,550</u>
	TOTAL NON-DEPARTMENTAL	373,729	306,767	496,824	236,550	390,550
<u>ECONOMIC DEVELOPMENT</u>						
001-1203-1001	SALARIES	83,859	83,859	83,533	83,533	87,735
001-1203-2001	FICA	6,515	6,426	6,390	6,390	6,712
001-1203-2002	RETIREMENT-VRS	12,418	12,811	13,597	13,597	14,281
001-1203-2004	DENTAL	0	72	1,500	1,500	1,500
001-1203-2005	HOSPITALIZATION	1,170	0	0	0	0
001-1203-2006	GROUP INSURANCE	678	490	918	250	434
001-1203-2010	WORKERS COMPENSATION	0	0	50	50	50
001-1203-3006	PRINTING	18	0	250	250	250
001-1203-3008	MARKETING	9,356	9,120	10,000	10,000	10,000
001-1203-3009	EXISTING BUSINESS PROGRAMS	659	3,261	2,000	2,000	2,000
001-1203-5401	OFFICE SUPPLIES	703	664	350	350	350
001-1203-5413	OTHER OPERATING SUPPLIES	0	45	0	0	0
001-1203-5501	TRAVEL -MILEAGE	258	0	0	0	0
001-1203-5504	TRAVEL -CONVENTION & EDUCATION	4,519	4,584	5,000	5,000	5,000
001-1203-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>1,531</u>	<u>1,275</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
	TOTAL ECONOMIC DEVELOPMENT	121,684	122,607	124,888	124,220	129,611

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>CITY ATTORNEY</u>						
001-1204-1001	SALARIES	179,833	180,506	103,020	103,020	103,020
001-1204-1003	PART-TIME SALARIES	8,387	13,017	17,000	17,000	20,000
001-1204-2001	FICA	14,357	14,762	9,182	9,182	9,411
001-1204-2002	RETIREMENT [VRS]	11,763	12,134	16,769	16,769	16,769
001-1204-2004	DENTAL	781	3,158	1,500	1,500	1,500
001-1204-2005	HOSPITALIZATION	5,890	6,723	7,314	7,514	8,045
001-1204-2006	GROUP INSURANCE	642	3,994	1,132	280	510
001-1204-2010	WORKERS COMPENSATION	195	186	186	186	186
001-1204-2016	TRAINING	152	671	800	800	500
001-1204-3002	LEGAL RETAINER	161	425	65,000	55,000	65,000
001-1204-3004	NON-RETAINER	0	1,123	0	0	0
001-1204-30043	MAINTENANCE, OFFICE EQUIPMENT	2,734	661	1,600	1,600	1,000
001-1204-3005	OTHER LEGAL FEES	5,730	250	3,000	3,000	3,000
001-1204-3006	PRINTING	207	0	200	200	500
001-1204-5101	ELECTRICITY	1,641	0	0	0	0
001-1204-5201	POSTAGE	344	501	150	150	300
001-1204-5203	TELECOMMUNICATION	2,230	629	1,000	1,000	500
001-1204-5308	PROFESSIONAL LIABILITY	3,590	3,800	3,900	3,900	3,600
001-1204-5401	OFFICE SUPPLIES	916	751	600	600	600
001-1204-5405	JANITORIAL SERVICES	3,351	3,380	845	845	900
001-1204-5411	BOOKS & SUBSCRIPTIONS	4,506	3,277	4,500	4,500	3,000
001-1204-5501	TRAVEL - MILEAGE	1,468	699	1,500	1,500	750
001-1204-5504	TRAVEL - CONFERENCES	1,877	807	1,500	1,500	2,500
001-1204-5801	DUES & ASSOCIATION MEMBERSHIPS	1,532	460	1,500	1,500	700
001-1204-7002	FURNITURE & FIXTURES	1,629	133	0	0	0
001-1204-8002	LEASE / SPACE RENTAL	<u>13,179</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL CITY ATTORNEY	267,095	252,047	242,198	231,545	242,291
<u>HUMAN RESOURCES</u>						
001-1205-1001	SALARIES	53,066	53,818	53,597	53,597	53,597
001-1205-2001	FICA	4,107	4,074	4,100	4,100	4,100
001-1205-2002	RETIREMENT [VRS]	7,965	8,220	8,724	8,724	8,724
001-1205-2004	DENTAL	2,227	2,000	2,000	2,000	2,000
001-1205-2005	HOSPITALIZATION	11,040	10,639	11,766	10,308	11,339
001-1205-2006	GROUP INSURANCE	460	314	589	589	265
001-1205-2010	WORKERS COMPENSATION	65	34	35	35	35
001-1205-5880	QUEST	1,938	1,070	2,000	2,000	1,500
001-1205-5885	SELF PROGRAM	0	420	2,000	2,000	2,000
001-1205-5888	EMPLOYEE LEGAL BENEFIT INITIATIVE	943	0	1,400	1,400	1,400
001-1205-5890	RETIREE HEALTH SUPPLEMENT	37,080	40,424	48,000	45,000	45,000
001-1205-5892	CITY LEADERSHIP CLASS	0	4,500	18,000	0	18,000
001-1205-5896	EMPLOYEE ASSISTANCE PROGRAM	<u>8,428</u>	<u>9,026</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	TOTAL HUMAN RESOURCES	127,319	134,539	162,211	139,753	157,960

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>COMMISSIONER OF THE REVENUE</u>						
001-1209-1001	SALARIES	130,851	130,851	130,325	130,325	130,325
001-1209-1003	PART-TIME SALARIES	72	279	500	500	500
001-1209-2001	FICA	9,982	9,929	10,008	10,008	10,008
001-1209-2002	RETIREMENT [VRS]	19,514	20,131	21,365	21,365	21,365
001-1209-2004	DENTAL	2,996	2,453	2,000	2,000	2,000
001-1209-2005	HOSPITALIZATION	14,748	16,568	17,585	18,662	20,528
001-1209-2006	GROUP INSURANCE	1,066	770	1,443	800	650
001-1209-2010	WORKERS COMPENSATION	0	0	120	120	120
001-1209-2016	TRAINING	0	0	500	500	500
001-1209-3006	PRINTING	1,476	1,839	1,200	1,200	1,200
001-1209-5201	POSTAGE	4,251	4,551	4,000	4,000	4,000
001-1209-5203	TELECOMMUNICATION	4,436	3,508	3,500	3,500	3,500
001-1209-5401	OFFICE SUPPLIES	850	458	500	500	500
001-1209-5411	BOOKS & SUBSCRIPTIONS	653	639	600	600	600
001-1209-5413	OTHER OPERATING SUPPLIES	724	149	300	300	300
001-1209-5501	TRAVEL -MILEAGE	120	0	150	150	150
001-1209-5504	TRAVEL -CONVENTION & EDUCATION	1,145	0	800	800	800
001-1209-5801	DUES & ASSOCIATION MEMBERSHIPS	340	400	400	400	400
001-1209-7002	FURNITURE & FIXTURES	162	0	0	0	0
	TOTAL COMMISSIONER OF THE REVENUE	193,386	192,525	195,297	195,731	197,447
<u>CITY ASSESSOR</u>						
001-1210-1001	SALARIES	106,070	106,070	105,644	105,644	105,644
001-1210-2001	FICA	8,067	8,065	8,082	8,082	8,082
001-1210-2002	RETIREMENT [VRS]	15,705	16,202	17,196	17,196	21,365
001-1210-2004	DENTAL	418	371	2,000	2,000	2,000
001-1210-2005	HOSPITALIZATION	10,950	12,518	13,271	13,946	15,341
001-1210-2006	GROUP INSURANCE	858	620	1,161	1,161	650
001-1210-2010	WORKERS COMPENSATION	2,193	466	500	460	500
001-1210-3002	PROFESSIONAL SERVICES	585	322	585	585	585
001-1210-3006	PRINTING	235	260	300	300	300
001-1210-3007	ADVERTISING	99	102	150	150	150
001-1210-5201	POSTAGE	1,339	2,335	1,500	1,500	1,500
001-1210-5203	TELECOMMUNICATION	1,961	1,798	2,000	2,000	2,000
001-1210-5305	MOTOR VEHICLE INSURANCE	618	600	618	618	618
001-1210-5307	PUBLIC OFFICIAL LIABILITY	9,124	8,243	8,500	8,243	8,000
001-1210-5401	OFFICE SUPPLIES	850	524	700	700	700
001-1210-54081	CAR & TRUCK SUPPLIES	100	262	100	100	100
001-1210-54083	GAS & OIL	167	406	200	200	200
001-1210-5413	OTHER OPERATING SUPPLIES	328	136	500	400	400
001-1210-5504	TRAVEL -CONVENTION & EDUCATION	182	536	800	800	800
001-1210-5801	DUES & ASSOCIATION MEMBERSHIPS	195	195	175	175	175
	TOTAL CITY ASSESSOR	160,044	160,031	163,982	164,260	169,110

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
TREASURER						
001-1213-1001	SALARIES	27,016	26,974	30,800	27,000	27,000
001-1213-1003	PART-TIME SALARIES	1,146	1,734	2,000	2,000	2,000
001-1213-2001	FICA	2,060	2,101	2,509	2,509	2,219
001-1213-2002	RETIREMENT [VRS]	4,066	4,194	5,062	5,028	5,028
001-1213-2004	DENTAL	917	482	1,500	1,500	1,500
001-1213-2005	HOSPITALIZATION	5,184	6,312	7,823	9,180	11,300
001-1213-2006	GROUP INSURANCE	222	159	342	100	200
001-1213-2010	WORKERS COMPENSATION	0	0	25	25	25
001-1213-30043	MAINTENANCE - OFFICE EQUIPMENT	0	189	100	100	100
001-1213-5201	POSTAGE	210	233	250	250	250
001-1213-5203	TELECOMMUNICATION	2,942	2,696	2,800	2,800	2,800
001-1213-5401	OFFICE SUPPLIES	470	205	400	300	300
001-1213-5501	TRAVEL - MILEAGE	98	78	100	100	100
001-1213-5504	TRAVEL - CONFERENCES	0	65	200	200	200
001-1213-5801	DUES & ASSOCIATION MEMBERSHIPS	155	300	250	250	250
	TOTAL TREASURER	44,486	45,722	54,161	51,342	53,272
FINANCE						
001-1214-1001	SALARIES	468,535	473,085	471,962	471,962	474,781
001-1214-2001	FICA	34,746	35,015	36,105	36,105	36,321
001-1214-2002	RETIREMENT [VRS]	68,546	72,628	76,664	76,664	77,281
001-1214-2004	DENTAL	10,912	8,500	8,000	8,000	8,000
001-1214-2005	HOSPITALIZATION	53,855	60,564	65,468	68,148	74,963
001-1214-2006	GROUP INSURANCE	3,834	2,589	6,836	6,836	2,350
001-1214-2010	WORKERS COMPENSATION	1,246	538	850	850	920
001-1214-2013	EDUCATION ASSISTANCE	515	0	500	500	500
001-1214-2016	TRAINING	1,062	762	800	800	800
001-1214-3002	PROFESSIONAL SERVICES	4,408	2,820	10,000	7,000	10,000
001-1214-30043	MAINTENANCE, OFFICE EQUIPMENT	0	405	400	400	400
001-1214-3005	MAINTENANCE, SERVICE CONTRACTS	0	741	800	800	800
001-1214-3006	PRINTING	7,107	7,434	7,500	7,500	7,500
001-1214-3007	ADVERTISING	50	0	200	200	200
001-1214-5201	POSTAGE	9,254	9,327	8,600	8,600	9,000
001-1214-5203	TELECOMMUNICATION	13,188	11,375	12,000	11,000	11,500
001-1214-5305	MOTOR VEHICLE INSURANCE	618	600	625	625	625
001-1214-5306	SURETY BONDS	1,323	1,047	1,325	1,200	1,200
001-1214-5307	PUBLIC OFFICIAL LIABILITY	1,825	1,649	1,825	1,825	1,700
001-1214-5308	GENERAL LIABILITY	881	810	880	880	880
001-1214-5401	OFFICE SUPPLIES	4,504	3,511	2,700	2,700	2,800
001-1214-54081	CAR & TRUCK SUPPLIES	28	33	100	100	100
001-1214-54083	GAS & OIL	543	580	600	600	650
001-1214-5411	BOOKS & SUBSCRIPTIONS	276	560	400	400	400
001-1214-5413	OTHER OPERATING SUPPLIES	2,505	1,941	1,700	1,700	1,500
001-1214-5501	TRAVEL -MILEAGE	315	21	250	250	250
001-1214-5504	TRAVEL -CONFERENCES	2,438	3,324	3,500	3,500	3,500
001-1214-5801	DUES & ASSOCIATION MEMBERSHIPS	1,250	1,094	900	900	900
001-1214-7002	FURNITURE & FIXTURES	1,157	488	0	0	0
001-1214-7007	ADP EQUIPMENT	1,346	412	0	0	0
	TOTAL FINANCE	696,267	701,853	721,491	720,046	729,821

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>CITY SHOP</u>						
001-1221-1001	SALARIES	131,942	133,695	131,484	131,484	131,484
001-1221-1002	SALARIES - OVERTIME	0	0	750	750	750
001-1221-2001	FICA	9,837	9,970	10,116	10,116	10,116
001-1221-2002	RETIREMENT [VRS]	19,547	20,165	21,402	21,402	21,402
001-1221-2004	DENTAL	3,658	1,616	3,000	3,000	3,000
001-1221-2005	HOSPITALIZATION	20,288	24,219	25,747	27,264	29,990
001-1221-2006	GROUP INSURANCE	1,067	771	1,445	1,445	651
001-1221-2010	WORKERS COMPENSATION	3,838	1,865	2,000	2,000	2,000
001-1221-2016	TRAINING	115	0	600	600	300
001-1221-30042	MAINTENANCE, BUILDINGS	4,266	3,998	3,500	3,500	3,500
001-1221-30044	MAINTENANCE, POWERED EQUIPMENT	0	61	500	500	500
001-1221-3005	MAINTENANCE, SERVICE CONTRACTS	2,117	1,563	2,000	2,000	2,000
001-1221-3008	LAUNDRY & DRY CLEANING	6,237	6,388	4,200	4,200	4,200
001-1221-5101	ELECTRICITY	10,343	7,803	9,000	8,200	9,000
001-1221-5102	HEATING	7,462	6,135	7,000	6,600	7,000
001-1221-5203	TELECOMMUNICATION	913	944	900	900	1,000
001-1221-5204	RADIO	359	399	300	300	300
001-1221-5301	BOILER INSURANCE	199	180	160	160	160
001-1221-5302	FIRE INSURANCE	2,096	1,935	2,100	1,900	1,900
001-1221-5305	MOTOR VEHICLE INSURANCE	618	599	650	650	650
001-1221-5308	GENERAL LIABILITY	441	405	500	500	500
001-1221-5401	OFFICE SUPPLIES	91	28	100	100	100
001-1221-5405	LAUNDRY, HOUSEKEEPING, JANITOR	284	152	200	200	200
001-1221-5407	REPAIR & MAINTENANCE SUPPLIES	0	50	200	200	200
001-1221-54081	CAR & TRUCK SUPPLIES	4,176	2,654	2,500	2,500	2,500
001-1221-54082	TIRES	0	213	100	100	100
001-1221-54083	GAS & OIL	2,574	2,493	3,000	3,000	3,500
001-1221-54084	POWERED EQUIPMENT AND SUPPLIES	0	235	300	300	300
001-1221-5410	UNIFORMS & APPAREL	948	312	750	750	750
001-1221-5413	OTHER OPERATING SUPPLIES	626	1,214	1,500	1,000	1,500
001-1221-7005	MOTOR VEHICLES & EQUIPMENT	<u>5,561</u>	<u>4,083</u>	<u>2,000</u>	<u>1,500</u>	<u>2,000</u>
	TOTAL CITY SHOP	239,603	234,145	238,004	237,121	241,553
<u>ELECTORAL BOARD</u>						
001-1301-1001	SALARIES	7,512	7,512	7,350	7,350	7,350
001-1301-2001	FICA	575	575	562	562	562
001-1301-3002	PROFESSIONAL SERVICES	10,538	9,874	10,000	10,000	16,000
001-1301-30043	MAINTENANCE, VOTING MACHINE	4,215	5,236	5,250	5,250	9,970
001-1301-5201	POSTAGE	398	60	0	0	0
001-1301-5402	FOOD & SUPPLIES	1,558	1,417	1,000	1,000	2,500
001-1301-5501	TRAVEL - MILEAGE	76	454	400	400	400
001-1301-5504	TRAVEL - CONFERENCES	2,427	924	2,500	2,500	2,500
001-1301-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
	TOTAL ELECTORAL BOARD	27,399	26,152	27,162	27,162	39,382

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>REGISTRAR</u>						
001-1302-1001	SALARIES	44,471	45,734	43,819	43,819	43,819
001-1302-1003	PART-TIME SALARIES	26,219	21,645	26,000	26,000	23,000
001-1302-2001	FICA	5,516	5,180	5,341	5,341	5,112
001-1302-2002	RETIREMENT [VRS]	6,511	6,717	7,130	7,130	7,130
001-1302-2004	DENTAL	738	585	1,000	1,000	1,000
001-1302-2005	HOSPITALIZATION	1,170	0	0	0	0
001-1302-2006	GROUP INSURANCE	356	257	481	481	217
001-1302-2010	WORKERS COMPENSATION	22	18	100	100	100
001-1302-30043	MAINTENANCE, OFFICE EQUIPMENT	0	837	0	0	0
001-1302-3006	PRINTING	1,176	2,323	2,100	2,100	5,153
001-1302-3007	ADVERTISING	378	574	400	400	925
001-1302-5201	POSTAGE	1,685	1,374	2,000	2,000	5,148
001-1302-5203	TELECOMMUNICATION	1,788	1,624	1,600	1,600	1,600
001-1302-5401	OFFICE SUPPLIES	764	907	800	800	1,628
001-1302-5411	BOOKS & SUBSCRIPTIONS	194	196	200	200	200
001-1302-5413	OTHER SUPPLIES	35	340	400	400	400
001-1302-5501	TRAVEL -MILEAGE	412	157	400	400	400
001-1302-5504	TRAVEL -CONVENTION & EDUCATION	1,349	1,684	1,700	1,700	1,700
001-1302-5801	DUES & ASSOCIATION MEMBERSHIPS	90	140	140	140	140
001-1302-7002	FURNITURE & FIXTURES	0	400	500	500	0
001-1302-7007	ADP EQUIPMENT	<u>32</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>0</u>
	TOTAL REGISTRAR	92,906	91,192	94,611	94,611	97,671
<u>JOINT COURTHOUSE</u>						
001-2100-5899	J/A-COURTHOUSE	<u>373,159</u>	<u>332,736</u>	<u>420,000</u>	<u>420,000</u>	<u>420,000</u>
	TOTAL JOINT COURTHOUSE	373,159	332,736	420,000	420,000	420,000
<u>POLICE</u>						
001-3101-1001	SALARIES	1,944,432	1,868,919	1,904,724	1,850,000	1,877,248
001-3101-1003	PART-TIME SALARIES	64,948	51,542	62,000	65,000	65,000
001-3101-1006	DISCRETIONARY LEAVE	45,425	42,881	46,000	46,000	46,000
001-3101-1008	OVERTIME & TRAFFIC CONTROL	64,048	63,960	85,000	85,000	85,000
001-3101-1009	COMPENSATION-OFF DUTY POLICE	35,665	43,953	35,000	35,000	50,000
001-3101-2001	FICA	161,507	154,565	163,153	163,153	162,428
001-3101-2002	RETIREMENT [VRS]	284,381	282,589	300,095	300,095	297,389
001-3101-2004	DENTAL	30,639	18,617	28,000	28,000	28,000
001-3101-2005	HOSPITALIZATION	234,410	273,281	308,920	308,920	339,812
001-3101-2006	GROUP INSURANCE	15,540	10,819	20,257	8,500	9,045
001-3101-2009	UNEMPLOYMENT INSURANCE	1,700	0	0	0	0
001-3101-2010	WORKERS COMPENSATION	51,534	44,766	50,020	45,000	47,000
001-3101-2012	CLOTHING ALLOWANCE	2,500	0	0	0	2,500
001-3101-2013	EDUCATION ASSISTANCE	3,333	6,051	3,000	6,051	7,000
001-3101-2016	TRAINING	27,235	18,777	20,000	20,000	20,000
001-3101-3001	PROFESSIONAL HEALTH SERVICES	14,205	15,023	15,000	15,500	16,000
001-3101-3002	PROFESSIONAL SERVICES	19,546	14,218	7,500	7,500	7,500
001-3101-30041	MAINTENANCE, CARS & TRUCKS	9,157	10,120	10,000	13,100	8,000
001-3101-30042	MAINTENANCE, BUILDINGS	7,154	4,877	10,000	10,000	8,000
001-3101-30043	MAINTENANCE, OFFICE EQUIPMENT	373	264	500	500	500
001-3101-30044	ABANDONED VEHICLES	180	150	300	300	300
001-3101-3005	MAINTENANCE, SERVICE CONTRACTS	105,818	64,199	75,000	75,000	75,000
001-3101-3007	ADVERTISING	246	1,067	2,000	1,500	1,500
001-3101-3008	LAUNDRY & DRY CLEANING	10,866	0	0	0	7,400
001-3101-3033	EXTERMINATING CONTRACT	639	187	600	600	400
001-3101-3099	DETECTIVE FUNDS	1,502	1,401	3,000	3,000	3,000
001-3101-5101	ELECTRICITY	20,133	10,781	18,000	13,200	16,000
001-3101-5102	HEATING	2,215	2,667	2,000	2,000	3,000
001-3101-5201	POSTAGE	2,275	1,970	2,000	1,900	2,000

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-3101-5203	TELECOMMUNICATION	37,976	41,364	34,000	34,000	34,000
001-3101-5204	RADIO	38,285	37,500	45,000	37,500	40,000
001-3101-5301	BOILER INSURANCE	183	140	250	250	250
001-3101-5302	FIRE INSURANCE	3,668	3,387	3,800	3,800	3,800
001-3101-5305	MOTOR VEHICLE INSURANCE	14,619	12,586	15,000	14,000	15,000
001-3101-5306	SURETY BONDS	1,323	1,047	1,400	1,400	1,400
001-3101-5307	PUBLIC OFFICIAL LIABILITY	1,217	1,099	1,300	1,300	1,200
001-3101-5308	GENERAL LIABILITY	37,333	28,748	38,000	34,000	34,000
001-3101-5401	OFFICE SUPPLIES	12,817	12,247	11,000	10,000	11,000
001-3101-5405	LAUNDRY, HOUSEKEEPING, JANITOR	1,132	504	500	500	500
001-3101-5407	REPAIR & MAINTENANCE SUPPLIES	181	133	500	581	500
001-3101-54081	CAR & TRUCK SUPPLIES	10,048	9,328	10,000	8,000	8,000
001-3101-54082	TIRES	2,819	6,933	6,000	6,000	6,000
001-3101-54083	GAS & OIL	55,738	48,550	70,000	55,000	60,000
001-3101-5409	POLICE SUPPLIES	17,453	17,589	18,000	18,000	18,000
001-3101-5410	UNIFORMS & APPAREL	14,703	16,227	16,000	16,000	16,000
001-3101-5411	BOOKS & SUBSCRIPTIONS	2,002	1,654	1,600	1,600	1,600
001-3101-5413	OTHER OPERATING SUPPLIES	6,317	5,146	4,000	4,000	4,000
001-3101-5416	AMMUNITION	4,939	9,105	5,000	7,000	7,000
001-3101-5418	FORENSICS	1,718	2,257	2,500	2,500	2,500
001-3101-5504	TRAVEL -CONVENTION & EDUCATION	4,661	2,392	3,000	3,400	8,000
001-3101-5505	TRAVEL - EXTRADITIONS	1,070	155	1,500	1,500	1,500
001-3101-5801	DUES & ASSOCIATION MEMBERSHIPS	785	805	1,000	1,000	1,000
001-3101-7002	FURNITURE & FIXTURES	3,511	4,871	4,000	4,000	4,000
001-3101-7005	MOTOR VEHICLES & EQUIPMENT	5,442	4,502	4,000	4,000	4,000
001-3101-7007	ADP EQUIPMENT	3,565	3,080	4,000	4,000	0
001-3101-8001	RENTAL OF EQUIPMENT	<u>1,730</u>	<u>1,133</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
	TOTAL POLICE	3,446,841	3,280,126	3,474,619	3,379,350	3,469,473

POLICE - 911 DISPATCH

001-3102-1001	SALARIES	458,289	2,670	0	0	0
001-3102-1003	PART-TIME SALARIES	6,693	0	0	0	0
001-3102-1006	DISCRETIONARY LEAVE	14,615	1,170	0	0	0
001-3102-1008	OVERTIME	7,631	0	0	0	0
001-3102-2001	FICA	36,507	292	0	0	0
001-3102-2002	RETIREMENT (VRS)	66,348	0	0	0	0
001-3102-2005	HOSPITALIZATION	85,616	953	0	0	0
001-3102-2006	GROUP INSURANCE	3,472	0	0	0	0
001-3102-2010	WORKERS COMPENSATION	1,096	0	0	0	0
001-3102-3002	CONTRACT-YORK COUNTY	0	522,668	533,000	502,389	512,500
001-3102-5205	EMERGENCY 911 - TELEPHONE	<u>29,138</u>	<u>180</u>	<u>0</u>	<u>250</u>	<u>250</u>
	TOTAL POLICE - 911 DISPATCH	709,405	527,933	533,000	502,639	512,750

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
PARKING GARAGE						
001-3103-1001	SALARIES	29,389	29,334	29,276	29,276	29,276
001-3103-1002	OVERTIME	1,088	720	1,000	1,000	1,000
001-3103-1003	PART-TIME SALARIES	21,129	20,164	23,000	23,000	23,000
001-3103-1006	DISCRETIONARY LEAVE	116	118	1,000	1,000	1,000
001-3103-2001	FICA	4,061	3,847	4,152	4,152	4,152
001-3103-2002	RETIREMENT (VRS)	4,396	4,535	4,813	4,813	4,813
001-3103-2004	DENTAL	0	0	500	500	500
001-3103-2005	HOSPITALIZATION	1,170	0	0	0	0
001-3103-2006	GROUP INSURANCE	240	174	325	325	146
001-3103-2010	WORKERS COMPENSATION	0	745	800	800	800
001-3103-3002	ARMORED TRANSPORT	7,646	7,917	7,500	7,500	7,500
001-3103-3005	MAINTENANCE-GARAGE EQUIPMENT	17,060	20,966	21,000	21,000	21,000
001-3103-3008	LAUNDRY & DRY CLEANING	175	0	0	0	0
001-3103-5101	ELECTRICITY	17,342	11,597	16,000	13,500	16,000
001-3103-5203	TELEPHONE	1,550	512	650	650	650
001-3103-5302	PROPERTY INSURANCE	4,454	4,113	4,400	3,989	4,400
001-3103-5407	SUPPLIES	7,851	4,054	6,000	4,000	6,000
	TOTAL PARKING GARAGE	117,667	108,796	120,416	115,505	120,237
FIRE						
001-3201-1001	SALARIES	1,908,292	1,741,130	1,827,951	1,827,951	1,850,084
001-3201-1002	OVERTIME	89,084	52,281	95,000	90,000	90,000
001-3201-1006	DISCRETIONARY LEAVE	59,901	55,308	58,000	58,000	58,000
001-3201-1009	SPECIAL EVENTS	9,958	16,284	10,000	21,500	26,000
001-3201-1011	VOLUNTEERS (FIRE)	5,500	0	0	0	0
001-3201-2001	FICA	154,272	139,650	152,308	152,308	154,842
001-3201-2002	RETIREMENT [VRS]	280,692	256,760	289,477	289,477	293,383
001-3201-2004	DENTAL	26,975	26,066	18,000	18,000	18,000
001-3201-2005	HOSPITALIZATION	247,841	264,913	307,400	315,000	346,500
001-3201-2006	GROUP INSURANCE	15,347	9,739	19,545	5,000	8,923
001-3201-2010	WORKERS COMPENSATION	56,199	71,397	52,000	64,600	68,000
001-3201-2013	EDUCATION ASSISTANCE	4,638	10,404	16,000	12,000	16,000
001-3201-2016	TRAINING	10,286	11,005	11,000	10,000	11,000
001-3201-3001	PROFESSIONAL HEALTH SERVICES	13,341	13,643	23,000	20,000	23,000
001-3201-3002	PROFESSIONAL SERVICES	39,990	31,943	30,000	30,000	30,000
001-3201-30041	MAINTENANCE, VEHICLES	21,376	21,480	25,000	23,000	25,000
001-3201-30042	MAINTENANCE, BUILDINGS	20,634	12,730	30,000	21,000	25,000
001-3201-30043	MAINTENANCE, OFFICE EQUIPMENT	639	0	2,000	2,000	2,000
001-3201-30044	MAINTENANCE, POWERED EQUIPMENT	4,101	175	3,000	3,000	3,000
001-3201-3005	MAINTENANCE, SERVICE CONTRACTS	12,074	9,141	13,000	11,000	13,000
001-3201-3007	ADVERTISING	1,315	350	550	550	550
001-3201-3008	LAUNDRY & DRY CLEANING	9,224	0	0	0	0
001-3201-3033	EXTERMINATING CONTRACT	704	270	400	300	400
001-3201-5101	ELECTRICITY	24,593	17,642	28,000	22,000	28,000
001-3201-5102	HEATING	6,249	5,096	12,000	7,000	10,000
001-3201-5201	POSTAGE	387	313	300	300	300
001-3201-5203	TELECOMMUNICATION	22,688	18,899	22,000	20,000	22,000
001-3201-5204	RADIO	51,872	48,120	55,000	51,000	50,000

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-3201-5301	BOILER INSURANCE	199	140	240	134	240
001-3201-5302	FIRE INSURANCE	3,144	2,903	3,200	3,320	3,400
001-3201-5305	MOTOR VEHICLE INSURANCE	16,691	16,182	16,500	16,280	16,500
001-3201-5308	GENERAL LIABILITY	1,322	1,215	1,900	1,298	1,900
001-3201-5401	OFFICE SUPPLIES	3,590	2,248	3,000	3,000	2,000
001-3201-5402	FOOD SERVICE / SUPPLIES	835	469	500	500	500
001-3201-5405	JANITORIAL SERVICES	4,156	4,186	6,000	5,000	5,000
001-3201-5407	REPAIR & MAINTENANCE	5,891	4,248	9,000	7,000	6,000
001-3201-54081	CAR & TRUCK SUPPLIES	11,707	10,036	10,000	10,000	10,000
001-3201-54082	TIRES	3,551	5,988	5,500	5,500	5,500
001-3201-54083	GAS & OIL	37,146	31,229	37,000	37,000	40,000
001-3201-5410	UNIFORMS & APPAREL	13,784	11,756	18,000	14,000	16,000
001-3201-5411	BOOKS & SUBSCRIPTIONS	148	0	300	0	300
001-3201-5413	OTHER OPERATING SUPPLIES	9,917	5,256	9,000	7,000	9,000
001-3201-5415	FIRE PREVENTION	11,042	4,264	11,000	8,000	11,000
001-3201-5504	TRAVEL -CONVENTION & EDUCATION	593	0	2,000	0	1,000
001-3201-5801	DUES & ASSOCIATION MEMBERSHIPS	1,365	95	600	225	600
001-3201-7001	MACHINERY & EQUIPMENT	22,408	14,801	22,000	22,000	22,000
001-3201-7002	FURNITURE & FIXTURES	8,652	4,116	8,000	5,000	6,000
001-3201-7003	COMMUNICATIONS EQUIPMENT	6,510	1,740	25,000	10,000	20,000
001-3201-7004	EQUIPMENT-SPECIAL PROGRAMS	18,088	16,519	20,000	30,692	31,000
001-3201-7005	EQUIPMENT-EMS PROGRAMS	14,454	9,613	11,000	14,000	14,000
001-3201-7006	EQUIPMENT-VA POWER FUNDS	0	1,311	0	0	25,000
	TOTAL FIRE	3,293,365	2,983,054	3,320,670	3,274,934	3,419,923
	<u>VA PENINSULA REGIONAL JAIL</u>					
001-3301-3009	PURCHASE OF SERVICES	<u>1,069,356</u>	<u>1,159,542</u>	<u>1,093,804</u>	<u>1,173,542</u>	<u>1,269,018</u>
	TOTAL JAIL	1,069,356	1,159,542	1,093,804	1,173,542	1,269,018
	<u>MIDDLE PENINSULA JUVENILE DETENTION COMMISSION</u>					
001-3303-3009	PURCHASE OF SERVICES	<u>45,469</u>	<u>47,111</u>	<u>70,500</u>	<u>60,000</u>	<u>60,000</u>
	TOTAL JUVENILE DETENTION	45,469	47,111	70,500	60,000	60,000
	<u>GROUP HOME COMMISSION</u>					
001-3304-3009	PURCHASE OF SERVICES	<u>76,256</u>	<u>76,256</u>	<u>76,256</u>	<u>76,256</u>	<u>79,889</u>
	TOTAL GROUP HOME COMMISSION	76,256	76,256	76,256	76,256	79,889

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>CODES COMPLIANCE</u>						
001-3401-1001	SALARIES	315,120	219,232	204,925	204,925	204,925
001-3401-1002	WAGES - OVERTIME	0	0	1,500	1,500	1,500
001-3401-1003	PART-TIME WAGES	0	5,265	22,000	22,000	22,000
001-3401-2001	FICA	24,100	17,086	17,475	17,475	17,475
001-3401-2002	RETIREMENT [VRS]	44,843	35,279	32,738	32,738	32,738
001-3401-2004	DENTAL	5,169	1,912	6,000	6,000	6,000
001-3401-2005	HOSPITALIZATION	28,616	20,973	18,444	19,300	21,230
001-3401-2006	GROUP INSURANCE	2,458	1,406	2,210	2,210	996
001-3401-2009	UNEMPLOYMENT INSURANCE	1,134	0	0	0	0
001-3401-2010	WORKERS COMPENSATION	6,250	4,255	4,800	2,800	3,500
001-3401-2013	EDUCATION ASSISTANCE	0	0	2,000	0	2,000
001-3401-2016	TRAINING	2,756	2,552	3,000	3,000	3,000
001-3401-3002	PROFESSIONAL SERVICES	56	1,164	4,000	0	4,000
001-3401-3004	REPAIR & MAINTENANCE	6	0	300	0	300
001-3401-30041	MAINTENANCE, CARS & TRUCKS	1,244	96	1,500	1,500	1,500
001-3401-3006	PRINTING	457	220	600	400	600
001-3401-3007	ADVERTISING	0	0	1,000	500	1,000
001-3401-3008	PUBLIC EDUCATION	336	274	1,000	300	1,000
001-3401-5201	POSTAGE	1,468	1,786	1,200	1,600	1,700
001-3401-5203	TELECOMMUNICATION	4,070	3,970	4,600	4,000	4,000
001-3401-5305	MOTOR VEHICLE INSURANCE	2,473	2,397	2,500	3,000	2,600
001-3401-5307	PUBLIC OFFICIAL LIABILITY	9,124	8,243	9,200	9,200	8,400
001-3401-5308	GENERAL LIABILITY	661	608	700	700	700
001-3401-5401	OFFICE SUPPLIES	1,500	1,659	2,000	1,200	2,000
001-3401-54081	CAR & TRUCK SUPPLIES	1,013	1,027	800	800	800
001-3401-54082	TIRES	246	496	500	500	500
001-3401-54083	GAS & OIL	3,408	3,195	4,000	3,200	4,000
001-3401-5410	UNIFORMS & APPAREL	965	426	1,000	650	1,000
001-3401-5411	BOOKS & SUBSCRIPTIONS	4,247	2,810	4,500	4,000	4,500
001-3401-5413	OTHER OPERATING SUPPLIES	1,944	966	1,500	1,500	1,500
001-3401-5415	ENFORCEMENT ACTION	1,683	3,229	3,000	3,000	3,000
001-3401-5501	TRAVEL -MILEAGE	0	0	400	400	400
001-3401-5504	TRAVEL -CONVENTION & EDUCATION	3,452	3,734	4,000	4,000	4,000
001-3401-5801	DUES & ASSOCIATION MEMBERSHIPS	557	597	600	600	600
001-3401-7001	MACHINERY & EQUIPMENT	0	5	400	100	400
001-3401-7002	FURNITURE & FIXTURES	784	0	1,000	100	0
001-3401-7007	ADP EQUIPMENT	0	193	0	0	0
	TOTAL CODES COMPLIANCE	470,140	345,055	365,392	353,198	363,863
<u>ANIMAL CONTROL</u>						
001-3501-3009	PURCHASE OF SERVICES-JCC	18,000	18,000	18,500	18,500	19,000
	TOTAL ANIMAL CONTROL	18,000	18,000	18,500	18,500	19,000

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>MEDICAL EXAMINER</u>						
001-3503-3001	PROFESSIONAL HEALTH SERVICES	140	100	400	400	400
	TOTAL MEDICAL EXAMINER	140	100	400	400	400
<u>EMERGENCY MANAGEMENT</u>						
001-3505-2016	TRAINING	1,334	259	1,600	500	1,600
001-3505-5203	TELECOMMUNICATION	1,408	1,021	1,500	1,500	1,200
001-3505-5401	OFFICE SUPPLIES	55	0	0	0	0
001-3505-5413	OPERATING SUPPLIES	795	966	1,300	1,000	1,000
001-3505-5801	DUES & ASSOCIATION MEMBERSHIPS	200	75	90	90	90
	TOTAL EMERGENCY MANAGEMENT	3,792	2,321	4,490	3,090	3,890
<u>ENGINEERING</u>						
001-4101-1001	SALARIES	161,168	161,168	160,527	160,527	160,527
001-4101-2001	FICA	12,219	12,235	12,280	12,280	12,280
001-4101-2002	RETIREMENT [VRS]	23,865	24,619	26,129	26,129	26,129
001-4101-2004	DENTAL	5,000	3,929	3,800	3,800	3,800
001-4101-2005	HOSPITALIZATION	12,322	14,979	15,900	16,740	18,414
001-4101-2006	GROUP INSURANCE	1,303	942	1,764	1,764	795
001-4101-2010	WORKERS COMPENSATION	3,289	2,798	3,800	3,800	3,000
001-4101-2016	TRAINING	0	1,180	800	800	800
001-4101-3002	PROFESSIONAL SERVICES	10,932	12,933	13,000	13,000	13,000
001-4101-30041	MAINTENANCE, CARS & TRUCKS	32	32	300	300	300
001-4101-3005	MAINTENANCE, SERVICE CONTRACTS	1,476	1,550	1,800	1,800	1,800
001-4101-3007	ADVERTISING	0	0	600	600	600
001-4101-5201	POSTAGE	70	100	200	200	200
001-4101-5203	TELECOMMUNICATION	3,344	2,977	3,000	3,000	3,000
001-4101-5204	RADIO	434	483	160	160	300
001-4101-5305	MOTOR VEHICLE INSURANCE	0	0	500	0	0
001-4101-5307	PUBLIC OFFICIAL LIABILITY	2,433	2,198	2,500	2,500	2,400
001-4101-5308	GENERAL LIABILITY	441	405	450	450	450
001-4101-5401	OFFICE SUPPLIES	1,095	1,139	1,400	1,400	1,200
001-4101-54081	CAR & TRUCK SUPPLIES	551	902	750	750	750
001-4101-54082	TIRES	0	149	0	0	0
001-4101-54083	GAS & OIL	2,004	1,901	2,100	2,100	2,100
001-4101-5410	UNIFORMS & APPAREL	125	125	500	500	500
001-4101-5411	BOOKS & SUBSCRIPTIONS	0	0	150	150	150
001-4101-5413	OTHER OPERATING SUPPLIES	484	994	1,500	1,500	1,460
001-4101-5504	TRAVEL -CONVENTION & EDUCATION	25	169	400	400	400
001-4101-5801	DUES & ASSOCIATION MEMBERSHIPS	35	35	250	250	250
001-4101-7002	FURNITURE & FIXTURES	0	0	500	500	0
001-4101-7005	MOTOR VEHICLES & EQUIPMENT	0	140	250	250	250
	TOTAL ENG / PUBLIC WORKS ADMIN.	242,647	248,082	255,311	255,651	254,856

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>STREETS</u>						
001-4102-1001	SALARIES	345,038	346,112	344,694	344,694	344,694
001-4102-1002	SALARIES - OVERTIME	1,595	7,898	5,500	5,500	5,500
001-4102-2001	FICA	25,544	26,040	26,790	26,790	26,790
001-4102-2002	RETIREMENT [VRS]	51,294	53,061	56,315	56,315	56,315
001-4102-2004	DENTAL	5,245	4,336	6,000	6,000	6,000
001-4102-2005	HOSPITALIZATION	61,910	78,563	76,620	88,428	97,271
001-4102-2006	GROUP INSURANCE	2,801	2,030	3,802	3,802	1,713
001-4102-2010	WORKERS COMPENSATION	24,517	20,854	21,400	21,400	21,400
001-4102-2016	TRAINING	115	2,580	500	500	500
001-4102-30041	MAINTENANCE, CARS & TRUCKS	5,779	5,515	5,000	5,000	5,000
001-4102-30044	MAINTENANCE, POWERED EQUIPMENT	141	0	500	500	500
001-4102-30045	MAINTENANCE, SIGNS & ST. MARKING	0	1,482	4,000	4,000	4,000
001-4102-30046	MAINTENANCE, TRAFFIC CONTROL	8,066	627	13,000	13,000	13,000
001-4102-3005	MAINTENANCE, SERVICE CONTRACTS	196,234	201,361	150,000	150,000	100,000
001-4102-3007	ADVERTISING	1,430	483	500	500	500
001-4102-3008	LAUNDRY & DRY CLEANING	4,291	4,412	3,500	3,500	3,500
001-4102-5101	ELECTRICITY	225,155	176,400	175,000	175,000	175,000
001-4102-5201	POSTAGE	38	18	0	0	0
001-4102-5203	TELECOMMUNICATION	2,364	2,258	2,400	2,400	2,400
001-4102-5204	RADIO	400	12	500	500	500
001-4102-5302	FIRE INSURANCE	1,048	968	1,100	1,100	1,100
001-4102-5305	MOTOR VEHICLE INSURANCE	12,364	11,987	12,500	12,100	12,500
001-4102-5307	PUBLIC OFFICIAL LIABILITY	608	550	650	650	650
001-4102-5308	GENERAL LIABILITY	1,762	1,620	1,800	1,800	1,800
001-4102-5401	OFFICE SUPPLIES	758	707	500	500	500
001-4102-5407	REPAIR & MAINTENANCE SUPPLIES	1,889	3,654	600	600	600
001-4102-54081	CAR & TRUCK SUPPLIES	26,849	18,385	15,000	15,000	16,000
001-4102-54082	TIRES	3,221	3,053	2,000	2,000	2,000
001-4102-54083	GAS & OIL	20,807	22,575	25,000	25,000	26,000
001-4102-54084	POWERED EQUIPMENT AND SUPPLIES	1,828	5,568	5,000	5,000	5,000
001-4102-54085	SIGNS & ST MARKINGS SUPPLIES	5,803	15,420	6,000	6,000	6,000
001-4102-5410	UNIFORMS & APPAREL	1,950	850	2,000	2,000	2,200
001-4102-5411	BOOKS & SUBSCRIPTIONS	0	0	100	100	100
001-4102-5413	OTHER OPERATING SUPPLIES	80,575	78,320	50,000	50,000	60,000
001-4102-5504	TRAVEL - CONFERENCES	0	65	200	200	200
001-4102-5801	DUES & ASSOCIATION MEMBERSHIPS	75	491	500	500	500
001-4102-7001	MACHINERY & EQUIPMENT	5,135	8,321	12,500	12,500	11,300
001-4102-7008	PEDESTRIAN IMPROVEMENTS	0	13,783	10,000	10,000	10,000
001-4102-7009	STREET RESURFACING	468,040	40,257	0	0	0
001-4102-7010	DRAINAGE-MAINTENANCE	1,142	15,503	10,000	10,000	10,000
001-4102-8001	LEASE/RENT OF EQUIPMENT	0	0	500	500	500
	TOTAL STREETS	1,595,811	1,176,119	1,051,972	1,063,380	1,031,533
<u>REFUSE COLLECTION</u>						
001-4203-3009	PURCH SVCS-JCSA-BULK WASTE	2,251	1,953	2,000	2,000	3,500
001-4203-3031	GARBAGE COLLECTION	734,631	478,633	500,000	500,000	491,000
001-4203-3032	RECYCLING PROGRAM	121,456	124,207	122,000	122,000	128,000
001-4203-3033	HOUSEHOLD CHEMICALS	18,270	22,907	21,000	21,000	23,000
001-4203-3035	GARBAGE - DUMPSTERS	20,977	19,599	20,000	20,000	18,000
001-4203-5899	ADMINISTRATION FEE - VPPSA	9,500	9,750	9,500	9,500	9,750
	TOTAL REFUSE COLLECTION	907,085	657,049	674,500	674,500	673,250

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<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>BUILDINGS-FACILITIES MAINTENANCE</u>						
001-4307-1001	SALARIES	94,602	91,123	94,247	94,247	82,903
001-4307-1002	SALARIES-OVERTIME	7,342	6,868	5,000	5,000	5,000
001-4307-2001	FICA	7,649	7,358	7,592	7,592	6,725
001-4307-2002	RETIREMENT [VRS]	14,011	14,019	15,341	15,341	13,494
001-4307-2004	DENTAL	1,455	3,306	2,000	2,000	2,000
001-4307-2005	HOSPITALIZATION	14,403	17,496	18,550	19,700	13,500
001-4307-2006	GROUP INSURANCE	765	553	1,036	1,036	410
001-4307-2010	WORKERS COMPENSATION	3,289	2,798	2,845	2,845	2,845
001-4307-2016	TRAINING	200	930	500	500	1,800
001-4307-30042C	MTCE-BLDG-COMM.CTR.	8,392	7,413	7,800	7,800	7,800
001-4307-30042M	MTCE-BLDG-MUN. BLDG	2,132	7,527	5,800	5,800	5,800
001-4307-30042O	MTCE-BLDG-MISC.	3,158	4,873	4,000	4,000	4,000
001-4307-30042R	MTCE-BLDG-RENTAL PROPERTIES	3,325	4,005	4,000	4,000	4,000
001-4307-30042S	MTCE-BLDG-STRYKER	1,819	3,961	3,000	3,000	3,000
001-4307-30042T	MTCE-BLDG-TRAIN STATION	6,730	2,108	6,000	6,000	6,000
001-4307-30042V	MTCE-PGPG	3,008	7,192	1,000	1,000	1,000
001-4307-30044C	MTCE-POWER EQUIP-COMM.CTR	0	582	1,250	1,250	1,250
001-4307-30044M	MTCE-POWER EQUIP-MUN BLDG	1,971	1,841	1,750	1,750	1,750
001-4307-30044O	MTCE-POWER EQUIP-MISC.	279	838	1,000	1,000	1,000
001-4307-30044S	MTCE-POWER EQUIP-STRYKER	260	448	1,000	1,000	1,000
001-4307-30044T	MTCE-POWER EQUIP-TRAIN STATION	0	0	1,000	1,000	1,000
001-4307-3005C	SVC CONTRACTS-COMM.CTR.	23,043	23,756	16,000	14,000	16,000
001-4307-3005M	SVC CONTRACTS-MUN.BLDG.	47,172	51,236	45,000	45,000	48,000
001-4307-3005O	SVC CONTRACTS-MISC.	3,828	5,785	7,500	7,500	6,000
001-4307-3005S	SVC CONTRACTS-STRYKER	18,979	16,710	17,000	17,000	17,000
001-4307-3005T	SVC CONTRACTS-TRAIN STATION	29,387	20,844	24,000	22,000	24,000
001-4307-3005V	SERVICE CONTRACTS-PGPG	2,431	8,172	4,000	4,000	4,000
001-4307-3008	LAUNDRY & DRY CLEANING	1,775	2,395	2,500	2,500	2,500
001-4307-3033C	EXTERM. CONTRACT-COMM.CTR.	2,872	180	800	800	800
001-4307-3033M	EXTERM. CONTRACT-MUN.BLDG.	666	486	800	800	800
001-4307-3033R	EXTERM. CONTRACT-RENTAL PROP.	180	270	800	800	800
001-4307-3033S	EXTERM. CONTRACT-STRYKER	778	1,024	800	800	800
001-4307-3033T	EXTERM. CONTRACT-TRAIN STATION	330	534	800	800	800
001-4307-5101C	ELECTRICITY-COMM. CTR.	13,575	9,868	10,000	10,000	10,000
001-4307-5101M	ELECTRICITY-MUN.BLDG.	72,587	54,837	55,000	55,000	55,000
001-4307-5101O	ELECTRICITY-OTHER	3,812	3,601	4,000	4,000	4,000
001-4307-5101S	ELECTRICITY-STRYKER	11,531	11,006	12,000	12,000	12,000
001-4307-5101T	ELECTRICITY-TRAIN STATION	11,820	7,465	10,000	8,000	10,000
001-4307-5102C	GAS-COMMUNITY CENTER	6,253	6,324	6,000	6,000	6,000
001-4307-5102S	GAS-STRYKER	2,571	1,954	3,200	2,000	3,200
001-4307-5203	TELECOMMUNICATION	2,212	2,936	1,200	1,200	2,000
001-4307-5301C	BOILER INSURANCE-COMM.CTR.	337	265	400	400	400
001-4307-5301M	BOILER INSURANCE-MUN.BLDG.	474	350	550	550	550
001-4307-5301S	BOILER INSURANCE-STRYKER	249	195	300	300	300
001-4307-5301T	BOILER INSURANCE-TRAIN STATION	458	349	550	550	550
001-4307-5302	FIRE INSURANCE	1,048	968	1,100	1,100	1,100
001-4307-5302C	FIRE INSURANCE-COMM.CTR.	1,048	968	1,100	1,100	1,100
001-4307-5302M	FIRE INSURANCE-MUN.BLDG.	3,668	3,387	3,800	3,800	3,800
001-4307-5302R	FIRE INSURANCE-RENTAL PROPERTIES	0	1,451	1,600	1,600	1,600
001-4307-5302S	FIRE INSURANCE-STRYKER	1,572	1,451	1,600	1,600	1,600
001-4307-5302T	FIRE INSURANCE-TRAIN STATION	1,572	1,451	1,600	1,600	1,600
001-4307-5308C	GEN. LIABILITY-COMM.CTR.	441	405	550	550	550
001-4307-5308M	GEN. LIABILITY-MUN.BLDG.	881	810	900	900	900
001-4307-5308O	GEN. LIABILITY-OTHER	441	405	550	550	550
001-4307-5308R	GEN. LIABILITY-RENTAL PROPERTIES	0	202	320	320	320
001-4307-5308S	GEN. LIABILITY-STRYKER	441	405	550	550	550
001-4307-5308T	GEN. LIABILITY- TRAIN STATION	661	607	900	900	900

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<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-4307-5308V	GEN. LIABILITY-PGPG	441	405	550	550	550
001-4307-5401	OFFICE SUPPLIES	7	229	500	500	500
001-4307-5402	FOOD/COFFEE	2,341	2,762	2,500	2,500	2,500
001-4307-5405	LAUNDRY, HOUSEKEEPING, JANITOR	2,652	932	800	800	800
001-4307-5407C	JANITORIAL SUPPLIES-COMM.CTR	1,014	1,106	700	700	700
001-4307-5407M	JANITORIAL SUPPLIES-MUN.BLDG.	1,554	517	700	700	700
001-4307-5407O	JANITORIAL SUPPLIES-OTHER	0	163	700	700	700
001-4307-5407S	JANITORIAL SUPPLIES-STRYKER	1,554	518	700	700	700
001-4307-5407T	JANITORIAL SUPPLIES-TRAIN STATION	1,521	221	700	700	700
001-4307-5407V	JANITORIAL SUPPLIES-PGPG	81	0	700	700	700
001-4307-54081	CAR & TRUCK SUPPLIES	536	0	400	400	400
001-4307-54082	TIRES	0	0	400	400	400
001-4307-54083	GAS & OIL	463	523	550	550	550
001-4307-5410	UNIFORMS & APPAREL	225	235	500	500	500
001-4307-5413C	OP. SUPPLIES-COMM.CTR.	383	71	1,000	1,000	1,000
001-4307-5413M	OP. SUPPLIES-MUN.BLDG.	2,360	1,979	2,000	2,000	2,000
001-4307-5413O	OP. SUPPLIES-OTHER	1,065	326	500	500	500
001-4307-5413R	OP. SUPPLIES-RENTAL PROPERTIES	439	788	1,500	1,500	1,500
001-4307-5413S	OP. SUPPLIES-STRYKER	376	103	1,000	500	1,000
001-4307-5413T	OP. SUPPLIES-TRAIN STATION	4,025	0	1,000	500	1,000
001-4307-5413V	OP. SUPPLIES-PGPG	0	0	500	500	500
001-4307-5504	TRAVEL -CONVENTION & EDUCATION	0	0	400	400	400
001-4307-7001	MACHINERY & EQUIPMENT	832	2,567	4,000	3,000	4,000
001-4307-7002	FURNITURE & FIXTURES	0	0	0	0	5,000
001-4307-7003	COMMUNICATIONS EQUIPMENT	0	0	1,000	1,000	1,000
001-4307-7010C	BUILDING-COMM.CTR.	11,735	7,450	7,000	7,000	7,000
001-4307-7010M	BUILDING-MUN. BLDG.	0	2,126	3,000	3,000	3,000
001-4307-7010O	BUILDING-OTHER	6,735	4,891	8,000	6,000	7,400
001-4307-7010S	BUILDING-STRYKER	7,807	0	8,000	8,000	7,000
001-4307-7010T	BUILDING-TRAIN STATION	20,825	0	10,000	10,000	9,000
001-4307-7010V	BUILDING-PGPG	0	0	4,000	4,000	3,000
	TOTAL MUNICIPAL CENTER	512,854	456,203	485,781	475,731	471,047

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<u>INFORMATION TECHNOLOGY (I T)</u>						
001-4308-1001	SALARIES	199,446	197,455	200,000	200,000	205,559
001-4308-2001	FICA	15,258	15,105	15,300	15,300	15,725
001-4308-2002	RETIREMENT [VRS]	30,894	30,586	32,880	32,880	33,635
001-4308-2004	DENTAL	499	3,328	4,000	4,000	4,000
001-4308-2005	HOSPITALIZATION	12,638	14,976	17,000	16,740	18,414
001-4308-2006	GROUP INSURANCE	1,596	1,359	560	560	1,023
001-4308-2010	WORKERS COMPENSATION	399	395	150	150	200
001-4308-2016	TRAINING	0	0	200	200	5,000
001-4308-30042	MAINTENANCE-COMPUTERS	210,894	167,179	152,600	135,000	75,500
001-4308-30043	MAINTENANCE-VIDEO EQUIPMENT	9,997	11,928	10,000	7,500	28,500
001-4308-30044	MAINTENANCE-MAPPING SYSTEM	91,000	66,861	48,000	48,000	63,000
001-4308-30045	PC LIFE CYCLE MGT.	28,406	9,787	5,000	5,000	30,000
001-4308-30046	MAINTENANCE-PRINTERS	5,797	3,052	5,000	3,500	5,000
001-4308-30047	MAINTENANCE-PHONES	13,800	9,836	10,000	7,500	10,000
001-4308-30048	MAINTENANCE-HARDWARE	0	0	0	0	29,300
001-4308-30049	MAINTENANCE-SOFTWARE	0	0	0	0	61,100
001-4308-3005	MTCE-COPIERS	17,683	17,615	16,500	16,500	16,500
001-4308-3009	PURCHASED SERVICES-JCC	24,000	22,476	14,000	14,000	14,000
001-4308-5203	TELECOMMUNICATIONS	0	0	29,000	23,000	38,000
001-4308-5401	OFFICE SUPPLIES	0	0	300	0	600
001-4308-5413	OTHER OPERATING SUPPLIES	0	0	300	0	600
001-4308-5504	TRAVEL-CONFERENCES	0	0	0	0	2,500
001-4308-5801	DUES & ASSOCIATION MEMBERSHIPS	0	0	0	0	500
001-4308-7002	FURNITURE & FIXTURES	0	0	0	0	0
	TOTAL INFORMATION TECHNOLOGY	662,307	571,938	560,790	529,830	658,657
<u>LANDSCAPING</u>						
001-4309-1001	SALARIES	219,138	235,995	195,470	195,470	198,175
001-4309-1002	SALARIES - OVERTIME	0	0	500	500	500
001-4309-1003	PART-TIME SALARIES	235	577	2,000	2,000	2,000
001-4309-2001	FICA	16,214	17,557	15,145	15,145	15,352
001-4309-2002	RETIREMENT [VRS]	32,566	34,508	31,896	31,896	32,336
001-4309-2004	DENTAL	6,230	1,904	5,000	5,000	5,000
001-4309-2005	HOSPITALIZATION	40,810	50,026	46,364	46,600	51,260
001-4309-2006	GROUP INSURANCE	1,774	1,377	2,154	2,154	983
001-4309-2010	WORKERS COMPENSATION	4,386	3,731	5,400	3,700	3,700
001-4309-2016	TRAINING	3,136	1,080	1,000	1,000	1,000
001-4309-3002	PROFESSIONAL SERVICES	111,841	116,777	110,000	110,000	110,000
001-4309-30041	MAINTENANCE, CARS & TRUCKS	1,222	1,482	1,000	1,000	1,000
001-4309-30044	MAINTENANCE, POWERED EQUIPMENT	933	93	2,000	2,000	2,000
001-4309-3005	MAINTENANCE, SERVICE CONTRACTS	0	0	200	200	200
001-4309-3007	ADVERTISING	3,107	0	400	400	400
001-4309-3008	LAUNDRY & DRY CLEANING	4,054	4,153	4,000	4,000	4,000
001-4309-5203	TELECOMMUNICATION	1,385	1,750	1,600	1,600	1,600
001-4309-5204	RADIO	272	210	300	300	300
001-4309-5302	FIRE INSURANCE	1,048	968	1,200	1,200	1,200
001-4309-5305	MOTOR VEHICLE INSURANCE	2,473	2,397	2,500	2,500	2,500
001-4309-5307	PUBLIC OFFICIAL LIABILITY	608	550	650	650	650
001-4309-5308	GENERAL LIABILITY	661	608	700	700	700
001-4309-5401	OFFICE SUPPLIES	327	125	200	200	200
001-4309-5403	AGRICULTURAL SUPPLIES	22,225	29,543	18,000	18,000	19,000
001-4309-54081	CAR & TRUCK SUPPLIES	6,835	5,637	4,000	4,000	4,000
001-4309-54082	TIRES	2,321	855	1,000	1,000	1,000
001-4309-54083	GAS & OIL	9,362	9,090	10,100	10,100	10,100
001-4309-54084	POWERED EQUIPMENT AND SUPPLIES	7,669	10,378	6,000	6,000	6,000
001-4309-5410	UNIFORMS & APPAREL	2,336	3,145	2,000	2,000	2,000
001-4309-5411	BOOKS & SUBSCRIPTIONS	0	106	100	100	100

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<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-4309-5413	OTHER OPERATING SUPPLIES	12,834	16,233	12,000	12,000	12,000
001-4309-5418	LITTER CONTROL	7,154	5,132	5,500	5,500	5,500
001-4309-5504	TRAVEL -CONVENTION & EDUCATION	358	275	500	500	500
001-4309-5801	DUES & ASSOCIATION MEMBERSHIPS	237	245	100	100	100
001-4309-7005	MOTOR VEHICLES & EQUIPMENT	1,088	990	14,000	14,000	14,000
001-4309-7007	ADP EQUIPMENT	0	223	500	500	0
001-4309-8001	LEASE / RENT OF EQUIPMENT	<u>500</u>	<u>529</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL LANDSCAPING	525,339	558,249	504,478	503,014	510,355
PUBLIC HEALTH						
001-5101-5601	LOCAL HEALTH DEPT	121,742	109,284	92,466	92,466	91,038
001-5101-5602	OLDE TOWN HEALTH CLINIC	92,700	83,430	83,430	83,430	83,430
001-5101-5603	CHIP	<u>19,349</u>	<u>19,349</u>	<u>19,349</u>	<u>19,349</u>	<u>19,349</u>
	TOTAL PUBLIC HEALTH	233,791	212,063	195,245	195,245	193,817
MOSQUITO CONTROL						
001-5103-5305	MOTOR VEHICLE INSURANCE	0	0	300	300	300
001-5103-5308	GENERAL LIABILITY	0	0	100	100	100
001-5103-54081	CAR & TRUCK SUPPLIES	0	0	300	300	300
001-5103-54083	GAS & OIL	84	41	250	250	250
001-5103-5413	OTHER OPERATING SUPPLIES	5,024	5,599	5,500	5,500	5,500
001-5103-7005	MOTOR VEHICLES & EQUIPMENT		<u>0</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL MOSQUITO CONTROL	5,108	5,640	6,950	6,950	6,950
COMMUNITY SERVICES BOARD						
001-5205-5602	COLONIAL BEHAVIORAL HEALTH	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>	<u>245,860</u>
	TOTAL COMMUNITY SERVICES BOARD	245,860	245,860	245,860	245,860	245,860
PUBLIC ASSISTANCE						
001-5302-5305	MOTOR VEHICLE INSURANCE	0	0	2,000	2,000	2,000
001-5302-5701	GENERAL RELIEF-LOCAL CONTRIBUTION	500,000	450,000	570,521	570,521	583,956
001-5302-5703	COMPREHENSIVE SERVICES ACT	90,000	70,000	91,060	91,060	91,060
001-5302-5705	YOUTH & SENIOR INITIATIVE	30,000	30,000	30,000	30,000	30,000
001-5302-5706	COMPREHENSIVE SVC ACT-ADMIN	5,000	5,000	5,691	5,691	5,691
001-5302-5707	AT-RISK PREVENTION	15,000	15,000	15,000	15,000	15,000
001-5302-5708	SUMMER YOUTH PROGRAM	45,000	35,000	35,000	35,000	35,000
001-5302-5710	LOCAL HOMELESSNESS PREVENTION	0	10,000	10,000	10,000	10,000
001-5302-5713	STATE/LOCAL HOSPITALIZATION	<u>3,608</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL PUBLIC ASSISTANCE	688,608	615,000	759,272	759,272	772,707
PUBLIC ASSISTANCE - TRANSPORTATION						
001-5305-30041	MAINTENANCE, CARS & TRUCKS	32	278	200	200	200
001-5305-54081	CAR & TRUCK SUPPLIES	145	274	300	300	300
001-5305-54082	TIRES	0	0	400	400	400
001-5305-54083	GAS & OIL	<u>3,991</u>	<u>5,147</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	TOTAL PUBLIC ASSIST.-TRANS.	4,168	5,699	3,900	3,900	3,900
SCHOOL BOARD						
001-6101-1001	SALARIES	12,100	11,550	12,100	12,100	12,100
001-6101-2001	FICA	<u>926</u>	<u>884</u>	<u>925</u>	<u>925</u>	<u>925</u>
	TOTAL SCHOOL BOARD	13,026	12,434	13,025	13,025	13,025

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<u>JOINT SCHOOL OPERATIONS</u>						
001-6103-6001	SCHOOLS	6,311,932	6,148,652	6,206,332	6,152,107	6,443,902
001-6103-6002	SALES TAX FOR EDUCATION	<u>698,356</u>	<u>762,060</u>	<u>773,000</u>	<u>827,225</u>	<u>856,098</u>
	TOTAL SCHOOL OPERATIONS	7,010,288	6,910,712	6,979,332	6,979,332	7,300,000
<u>RECREATION - ADMINISTRATION</u>						
001-7101-1001	SALARIES	198,622	140,605	165,412	165,412	165,412
001-7101-1003	PART-TIME SALARIES	43,489	41,166	51,000	51,000	51,000
001-7101-2001	FICA	18,619	14,080	16,555	16,555	16,555
001-7101-2002	RETIREMENT [VRS]	29,228	17,935	26,924	26,924	26,924
001-7101-2004	DENTAL	1,242	3,739	6,000	6,000	5,000
001-7101-2005	HOSPITALIZATION	20,083	16,510	23,002	23,180	25,498
001-7101-2006	GROUP INSURANCE	1,596	700	1,818	1,818	819
001-7101-2009	UNEMPLOYMENT INSURANCE	397	0	0	0	0
001-7101-2010	WORKERS COMPENSATION	2,194	1,865	2,500	2,500	2,000
001-7101-2016	TRAINING	58	1,170	1,500	1,000	1,500
001-7101-3001	PROFESSIONAL HEALTH SERVICES	0	0	120	100	120
001-7101-30041	MAINTENANCE, CARS & TRUCKS	173	42	300	300	300
001-7101-30042	MAINTENANCE, BUILDINGS	19,255	17,194	25,000	18,000	20,000
001-7101-30043	MAINTENANCE, OFFICE EQUIPMENT	133	34	100	100	100
001-7101-30044	MAINTENANCE, POWERED EQUIPMENT	391	0	500	400	500
001-7101-3005	MAINTENANCE, SERVICE CONTRACTS	5,748	6,326	7,000	8,000	8,400
001-7101-3007	ADVERTISING	54	744	1,000	500	1,000
001-7101-3008	LAUNDRY & DRY CLEANING	141	89	250	100	250
001-7101-3033	EXTERMINATING CONTRACT	1,044	1,044	1,200	1,100	1,200
001-7101-5101	ELECTRICITY	45,425	29,315	40,000	40,000	42,000
001-7101-5102	HEATING	7,429	5,591	7,500	5,000	7,000
001-7101-5201	POSTAGE	932	82	800	800	800
001-7101-5203	TELECOMMUNICATION	5,291	5,117	7,000	5,200	6,000
001-7101-5302	FIRE INSURANCE	5,240	4,838	5,000	5,000	5,000
001-7101-5305	MOTOR VEHICLE INSURANCE	1,855	0	0	0	0
001-7101-5307	PUBLIC OFFICIAL LIABILITY	608	550	600	600	600
001-7101-5308	GENERAL LIABILITY	661	1,359	1,400	1,400	1,400
001-7101-5401	OFFICE SUPPLIES	1,580	2,211	2,000	2,000	2,000
001-7101-5405	LAUNDRY, HOUSEKEEPING, JANITOR	3,569	3,439	3,000	3,000	4,000
001-7101-5408	VEHICLE POWERED EQUIP.-SUPPLIES	23	0	100	100	100
001-7101-54081	CAR & TRUCK SUPPLIES	253	22	0	0	0
001-7101-54083	GAS & OIL	1,358	332	0	0	0
001-7101-5411	BOOKS & SUBSCRIPTIONS	40	100	100	100	100
001-7101-5413	OTHER OPERATING SUPPLIES	722	1,184	2,500	1,200	2,500
001-7101-5501	TRAVEL - MILEAGE	313	59	100	100	100
001-7101-5504	TRAVEL -CONVENTION & EDUCATION	0	1,226	1,250	1,250	1,250
001-7101-5801	DUES & ASSOCIATION MEMBERSHIPS	250	235	250	250	250
001-7101-7002	FURNITURE & FIXTURES	0	2,276	2,000	2,000	0
001-7101-7007	ADP EQUIPMENT	0	<u>1,111</u>	<u>1,500</u>	<u>1,500</u>	0
	TOTAL RECREATION - ADMINISTRATION	418,016	322,290	405,282	392,490	399,679

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>RECREATION - PARKS</u>						
001-7102-1001	SALARIES	68,536	84,977	30,357	30,357	30,357
001-7102-1003	PART-TIME SALARIES	119,625	101,582	118,600	118,600	118,600
001-7102-2001	FICA	15,614	14,662	11,395	11,395	11,395
001-7102-2002	RETIREMENT [VRS]	5,904	12,970	4,941	4,941	4,941
001-7102-2004	DENTAL	779	2,201	1,500	1,500	1,500
001-7102-2005	HOSPITALIZATION	8,450	12,518	6,148	6,432	7,075
001-7102-2006	GROUP INSURANCE	318	493	334	334	150
001-7102-2010	WORKERS COMPENSATION	6,579	4,271	5,000	3,700	3,900
001-7102-30042	MAINTENANCE, BUILDINGS	2,967	1,558	1,500	1,500	1,500
001-7102-30044	MAINTENANCE, EQUIPMENT	2,090	1,474	2,000	1,500	2,000
001-7102-3006	PRINTING	1,869	1,053	2,000	1,500	2,000
001-7102-3007	ADVERTISING	0	210	500	400	500
001-7102-5101	ELECTRICITY	4,761	3,355	5,000	4,000	5,000
001-7102-5201	POSTAGE	0	0	150	50	150
001-7102-5203	TELECOMMUNICATION	4,317	3,894	4,500	4,000	4,500
001-7102-5302	FIRE INSURANCE	1,572	1,452	1,500	1,500	1,500
001-7102-5307	PUBLIC OFFICIAL LIABILITY	608	550	600	600	600
001-7102-5308	GENERAL LIABILITY	441	405	500	500	500
001-7102-5401	OFFICE SUPPLIES	363	675	700	700	700
001-7102-5403	AGRICULTURAL SUPPLIES	2,984	4,415	5,000	4,500	5,000
001-7102-5404	MEDICAL SUPPLIES	0	35	100	50	100
001-7102-5405	LAUNDRY, HOUSEKEEPING, JANITOR	269	1,387	2,500	1,500	2,000
001-7102-5407	REPAIR & MAINTENANCE SUPPLIES	1,604	1,817	2,500	2,000	2,500
001-7102-5408	VEHICLE POWERED EQUIPMENT-SUPP	323	253	250	250	250
001-7102-54083	GAS & OIL	0	145	250	250	250
001-7102-54084	EQUIPMENT SUPPLIES	466	391	400	400	400
001-7102-5410	UNIFORMS & APPAREL	643	560	650	600	650
001-7102-5411	BOOKS & SUBSCRIPTIONS	0	10	50	50	50
001-7102-5413	OTHER OPERATING SUPPLIES	4,191	3,610	3,250	4,000	4,000
001-7102-5414	MERCHANDISE FOR RESALE	6,486	6,856	7,000	7,000	7,000
001-7102-5416	NRPA-TAKE ME FISHING PROGRAM	0	5,000	0	4,000	4,000
001-7102-5801	DUES & ASSOCIATION MEMBERSHIPS	100	105	125	125	125
001-7102-7001	MACHINERY & EQUIPMENT	889	266	1,000	1,000	1,000
001-7102-7002	FURNITURE & FIXTURES	699	284	750	750	0
001-7102-7005	MOTOR VEHICLES & EQUIPMENT	11,233	7,209	8,500	8,500	8,500
001-7102-8001	LEASE / RENT OF EQUIPMENT	739	1,461	1,800	1,800	1,800
	TOTAL RECREATION - PARKS	275,419	282,104	231,350	230,284	234,493

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>RECREATION - PROGRAMS</u>						
001-7104-1001	SALARIES	156,911	155,047	155,958	155,958	155,958
001-7104-1003	PART-TIME SALARIES & WAGES	85,559	41,238	42,500	42,500	42,500
001-7104-2001	FICA	20,125	19,402	15,182	15,182	15,182
001-7104-2002	RETIREMENT [VRS]	27,865	23,827	25,386	25,386	25,386
001-7104-2004	DENTAL	8,846	3,296	4,000	4,000	4,000
001-7104-2005	HOSPITALIZATION	25,809	30,886	32,860	33,480	36,828
001-7104-2006	GROUP INSURANCE	1,524	910	1,714	1,714	772
001-7104-2010	WORKERS COMPENSATION	9,320	8,338	9,320	8,000	8,000
001-7104-3002	PROFESSIONAL SERVICES	184,442	186,067	185,000	185,000	190,000
001-7104-3004	REPAIR & MAINTENANCE	142	51	100	100	100
001-7104-30041	MAINTENANCE, CARS & TRUCKS	209	95	300	300	300
001-7104-30042	MAINTENANCE, BUILDINGS	8,545	6,380	8,500	8,500	9,000
001-7104-30043	MAINTENANCE, OFFICE EQUIPMENT	0	0	400	200	400
001-7104-30044	MAINTENANCE, POWERED EQUIPMENT	323	318	500	400	500
001-7104-3005	MAINTENANCE, SERVICE CONTRACTS	1,598	1,607	2,500	2,000	2,500
001-7104-30051	MAINTENANCE, POOL CONTRACT	0	54,442	42,000	42,000	42,000
001-7104-3006	PRINTING	3,422	2,800	3,000	3,000	3,000
001-7104-3007	ADVERTISING	5,002	216	1,000	250	1,000
001-7104-3008	LAUNDRY & DRY CLEANING	414	231	400	400	400
001-7104-5101	ELECTRICITY	13,335	8,025	15,000	15,000	15,000
001-7104-5201	POSTAGE	769	284	1,500	750	1,000
001-7104-5203	TELECOMMUNICATION	6,171	6,867	7,500	7,000	7,500
001-7104-5301	BOILER INSURANCE	229	175	200	200	200
001-7104-5302	FIRE INSURANCE	1,572	1,452	1,500	1,500	1,500
001-7104-5305	MOTOR VEHICLE INSURANCE	0	1,798	2,000	2,000	2,000
001-7104-5307	PUBLIC OFFICIAL LIABILITY	608	550	600	600	600
001-7104-5308	GENERAL LIABILITY	441	405	450	450	450
001-7104-5401	OFFICE SUPPLIES	510	730	1,000	1,058	1,000
001-7104-5405	LAUNDRY, HOUSEKEEPING, JANITOR	1,514	1,758	1,750	1,750	2,000
001-7104-5407	REPAIR & MAINTENANCE SUPPLIES	301	397	750	700	750
001-7104-5408	VEHICLE POWERED EQUIP.-SUPPLIES	2	11	500	250	500
001-7104-54081	CAR & TRUCK SUPPLIES	561	979	600	600	600
001-7104-54082	TIRES	0	1,107	200	0	200
001-7104-54083	GAS & OIL	4,976	4,631	5,000	5,000	5,500
001-7104-54084	EQUIPMENT SUPPLIES	147	34	300	200	300
001-7104-5410	UNIFORMS & APPAREL	1,338	800	800	800	800
001-7104-5411	BOOKS & SUBSCRIPTIONS	18	0	50	50	50
001-7104-5412	RECREATIONAL SUPPLIES	6,892	7,334	8,000	8,000	8,000

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-7104-5413	OTHER OPERATING SUPPLIES	7,672	6,453	7,500	7,500	7,500
001-7104-5414	MERCHANDISE FOR RESALE	0	0	0	0	0
001-7104-5416	POOL SUPPLIES	10,261	6,150	0	0	0
001-7104-5501	TRAVEL -MILEAGE	1,210	1,317	1,750	1,500	1,750
001-7104-5504	TRAVEL -CONVENTION & EDUCATION	0	0	0	0	0
001-7104-5801	DUES & ASSOCIATION MEMBERSHIPS	130	200	200	200	200
001-7104-7001	MACHINERY & EQUIPMENT	27,821	14,953	15,000	15,000	22,000
001-7104-7002	FURNITURE & FIXTURES	441	530	500	500	0
001-7104-7005	MOTOR VEHICLES & EQUIPMENT	437	716	500	500	500
001-7104-8001	LEASE/RENT OF EQUIPMENT	<u>12,858</u>	<u>9,428</u>	<u>13,500</u>	<u>13,500</u>	<u>13,500</u>
	TOTAL RECREATION - PLAYGROUNDS	640,270	612,235	617,270	612,978	631,226
<u>CEMETERY</u>						
001-7108-1001	SALARIES	31,764	31,764	31,617	31,617	31,617
001-7108-1002	SALARIES - OVERTIME	406	693	500	500	500
001-7108-2001	FICA	2,320	2,341	2,457	2,457	2,457
001-7108-2002	RETIREMENT [VRS]	4,700	4,849	5,146	5,146	5,146
001-7108-2004	DENTAL	0	973	1,500	1,500	1,500
001-7108-2005	HOSPITALIZATION	7,239	9,184	9,784	10,308	11,339
001-7108-2006	GROUP INSURANCE	257	185	347	347	157
001-7108-2010	WORKERS COMPENSATION	1,096	932	1,120	1,120	1,120
001-7108-30044	MAINTENANCE, EQUIPMENT	0	0	500	500	500
001-7108-3005	MAINTENANCE, SERVICE CONTRACTS	0	388	400	400	400
001-7108-3008	LAUNDRY & DRY CLEANING	362	360	400	400	400
001-7108-5101	ELECTRICITY	432	323	350	350	350
001-7108-5203	TELECOMMUNICATION	1,807	1,646	1,400	1,400	1,500
001-7108-5307	PUBLIC OFFICIAL LIABILITY	608	550	625	625	625
001-7108-5403	AGRICULTURAL SUPPLIES	0	0	500	500	500
001-7108-54082	TIRES	0	0	100	100	100
001-7108-54083	GAS & OIL	112	239	125	125	200
001-7108-54084	EQUIPMENT SUPPLIES	186	60	500	500	500
001-7108-5413	OTHER OPERATING SUPPLIES	1,147	370	3,200	3,200	3,025
001-7108-7006	REPURCHASE OF CEMETERY LOTS	<u>970</u>	<u>1,125</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL CEMETERY	53,406	55,982	61,572	62,096	62,936
<u>REGIONAL LIBRARY</u>						
001-7302-5413	BUILDINGS-GROUNDS-MAINTENANCE	0	20	2,000	2,000	2,000
001-7302-6002	REGIONAL LIBRARY-CONTRACT	<u>884,955</u>	<u>840,707</u>	<u>750,291</u>	<u>750,291</u>	<u>775,576</u>
	TOTAL REGIONAL LIBRARY	884,955	840,727	752,291	752,291	777,576

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
<u>PLANNING</u>						
001-8101-1001	SALARIES	291,161	283,237	282,111	282,111	282,111
001-8101-2001	FICA	21,292	20,910	21,582	21,582	21,582
001-8101-2002	RETIREMENT [VRS]	42,784	43,266	45,920	45,920	45,920
001-8101-2004	DENTAL	1,571	1,212	3,000	3,000	3,000
001-8101-2005	HOSPITALIZATION	29,296	34,974	38,054	38,400	42,240
001-8101-2006	GROUP INSURANCE	2,338	1,655	3,100	3,100	1,397
001-8101-2010	WORKERS COMPENSATION	2,193	746	2,200	2,200	1,500
001-8101-2013	EDUCATION ASSISTANCE	0	0	2,000	0	2,000
001-8101-2016	TRAINING	3,305	3,388	3,000	3,000	3,000
001-8101-3001	COMPREHENSIVE PLAN	0	0	0	0	30,000
001-8101-3002	PROFESSIONAL SERVICES	21,652	25,800	30,000	25,000	30,000
001-8101-3004	REPAIR & MAINTENANCE	0	27	100	50	100
001-8101-30041	MAINTENANCE, CARS & TRUCKS	16	16	750	100	750
001-8101-3006	PRINTING	1,870	1,949	3,000	2,500	4,000
001-8101-3007	ADVERTISING	7,239	6,997	5,500	4,000	25,000
001-8101-5201	POSTAGE	908	942	1,500	1,000	3,000
001-8101-5203	TELECOMMUNICATION	6,574	5,999	6,500	6,000	6,500
001-8101-5305	MOTOR VEHICLE INSURANCE	927	899	1,000	910	1,000
001-8101-5307	PUBLIC OFFICIAL LIABILITY	9,124	8,243	9,200	7,910	8,500
001-8101-5308	GENERAL LIABILITY	441	405	450	450	450
001-8101-5401	OFFICE SUPPLIES	5,558	5,114	4,000	4,000	6,000
001-8101-54081	CAR & TRUCK SUPPLIES	0	106	150	125	150
001-8101-54082	TIRES	0	23	150	50	150
001-8101-54083	GAS & OIL	488	639	800	650	800
001-8101-5411	BOOKS & SUBSCRIPTIONS	2,034	3,223	3,000	3,000	3,000
001-8101-5413	OTHER OPERATING SUPPLIES	803	760	2,000	2,000	2,000
001-8101-5501	TRAVEL -MILEAGE	398	0	400	200	400
001-8101-5504	TRAVEL -CONVENTION & EDUCATION	1,469	2,335	4,000	4,000	4,000
001-8101-5505	AWARD PROGRAMS	209	60	1,000	700	1,000
001-8101-5507	NEIGHBORHOOD ENHANCEMENT PROG.	177	693	1,500	1,500	1,500
001-8101-5801	DUES & ASSOCIATION MEMBERSHIPS	1,621	1,853	2,000	2,000	2,000
001-8101-7001	MACHINERY & EQUIPMENT	832	0	1,000	500	500
001-8101-7002	FURNITURE & FIXTURES	0	0	1,000	500	0
001-8101-7007	ADP EQUIPMENT	0	313	0	200	0
	TOTAL PLANNING	456,280	455,784	479,967	466,658	533,549

CITY OF WILLIAMSBURG
GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>CONTRIBUTIONS TO OTHER ENTITIES</u>						
001-8102-5604	TNCC-SITE IMPROVEMENTS	6,149	6,200	9,019	9,019	7,892
001-8102-56041	TNCC-DISCOVERY CENTER LEASE	20,000	2,700	0	0	0
001-8102-56043	TNCC-WORKFORCE DEV. CENTER	10,500	10,500	10,500	10,500	10,500
001-8102-56045	CHILD DEV. RESOURCES	2,987	0	0	0	0
001-8102-56047	VA ARTS FESTIVAL	50,000	50,000	48,750	48,750	50,000
001-8102-56048	VIRGINIANS FOR HIGH SPEED RAIL	5,000	4,750	4,500	4,500	4,500
001-8102-56049	WMSBG AREA DESTINATION MKTG	1,347,470	1,277,760	1,500,000	1,500,000	1,500,000
001-8102-5604A	HAMPTON RDS PLANNING DISTRICT	10,897	10,884	10,612	10,612	10,724
001-8102-5604B	WMSBG CHAMBER & TOURISM ALLIANCE	940,000	880,000	677,000	677,000	650,000
001-8102-5604C	COMMUNITY ACTION AGENCY	19,539	17,585	17,585	17,585	17,585
001-8102-5604D	RITA WELSH ADULT SKILLS PROGRAM	500	500	500	500	500
001-8102-5604E	PENINSULA AGENCY ON AGING	5,115	5,000	5,000	5,000	5,000
001-8102-5604F	UNITED WAY-INFO & REFERRAL	7,000	6,300	6,300	6,300	6,500
001-8102-5604G	HIST. TRIANGLE COMM. SVCS CTR	10,000	9,000	5,000	5,000	5,000
001-8102-5604H	WILLIAMSBURG AREA TRANSPORT	265,000	265,000	265,000	265,000	265,000
001-8102-5604I	HOSPICE OF WILLIAMSBURG	11,000	10,000	5,000	5,000	5,000
001-8102-5604J	COLONIAL WILLIAMSBURG FOUNDATION	1,410,000	1,320,000	1,273,000	1,273,000	1,300,000
001-8102-5604K	AVALON	21,000	17,000	17,000	17,000	18,700
001-8102-5604M	PENINSULA COUNCIL WORK. DEV.	5,947	5,947	5,949	5,949	5,949
001-8102-5604N	NN / W INT. AIRPORT-AIR SERVICE FUND	4,717	4,245	4,245	4,245	4,245
001-8102-5604O	JAMESTOWN-YORKTOWN FOUNDATION	10,000	0	0	0	0
001-8102-5604P	COLONIAL CASA	7,000	6,300	6,300	6,300	6,300
001-8102-5604Q	WILLIAMSBURG AIDS NETWORK	2,000	1,800	1,800	1,800	0
001-8102-5604R	HERITAGE HUMANE SOCIETY	16,000	15,200	14,000	14,000	14,000
001-8102-5604T	PEN. CENTER FOR INDEP. LIVING	1,000	900	900	900	900
001-8102-5604U	BIG BROTHERS / BIG SISTERS	5,174	4,657	3,000	3,000	3,000
001-8102-5604V	HAMPTON ROADS PARTNERSHIP	5,325	5,050	4,900	4,900	4,900
001-8102-5604V1	HRP-FILM OFFICE	10,000	5,000	0	0	0
001-8102-5604X	HISTORIC TRIANGLE SENIOR CENTER	15,850	15,027	10,000	10,000	10,000
001-8102-5604X1	HISTORIC TRIANGLE SUBST ABUSE COALIT.	4,000	3,600	0	0	0
001-8102-5604Y	FARMERS' MARKET	4,000	3,800	3,800	3,800	3,800
001-8102-5604Z	WMSBG LAND CONSERVANCY	10,000	9,500	5,000	5,000	5,000
001-8102-5605	PENINSULA COMM. ON HOMELESSNESS	0	2,759	2,759	2,759	2,759
001-8102-5610	VA SYMPHONY-MATOAKA CONCERT	0	10,000	5,000	5,000	5,000
001-8202-5604	COLONIAL SOIL & WATER CONSERV.	2,794	2,655	2,655	2,655	2,655
001-8202-5604B	CHILD & FAMILY CONNECTION	1,000	900	0	0	0
001-8202-5605	CROSSROADS SUPPORT	10,000	0	2,500	2,500	2,500
001-8202-5605A	HAMPTON ROADS ECON. DEV. ALLIANCE	11,793	11,812	11,857	11,857	11,857
001-8202-5605C	CONTRIBUTION - WRHA	35,000	35,000	0	0	0
001-8202-5605E	FEDERAL FACILITIES ALLIANCE	6,621	6,645	6,479	6,479	6,479
001-8202-5606	HISTORIC TRIANGLE COLLABORATIVE	10,000	7,000	7,000	7,000	6,650
	TOTAL CONTRIBUTIONS	4,320,378	4,050,976	3,952,910	3,952,910	3,952,895
<u>ARTS COMMISSION</u>						
001-8102-5605A	WILLIAMSBURG SYMPHONIA	14,000	12,740	11,808	11,808	11,500
001-8102-5605B	VIRGINIA SYMPHONY	13,500	12,740	10,630	10,630	10,500
001-8102-5605C	WMSBG WOMENS CHORUS INC	1,000	1,715	0	0	750
001-8102-5605D	TIDEWATER CLASSIC GUITAR	2,500	2,450	2,388	2,388	2,300
001-8102-5605E	VIRGINIA CHORAL SOCIETY	0	196	241	241	200
001-8102-5605F	WILLIAMSBURG CHORAL GUILD	5,000	4,410	4,825	4,825	4,500
001-8102-5605G	WILLIAMSBURG CONSORT	2,500	2,205	1,930	1,930	2,000
001-8102-5605H	PUBLICK TIMES CHORUS	850	833	772	772	750
001-8102-5605I	VIRGINIA OPERA	8,500	8,330	7,720	7,720	7,000
001-8102-5605J	WILLIAMSBURG YOUTH ORCHESTRA	5,000	4,410	4,246	4,246	4,200
001-8102-5605K	WILLIAMSBURG PLAYERS	6,000	6,370	6,031	6,031	6,000
001-8102-5605L	THEATRE IV	3,000	3,430	2,895	2,895	2,900
001-8102-5605M	YOUNG AUDIENCES	3,000	2,940	2,606	2,606	2,600
001-8102-5605N	VA SHAKESPEARE FESTIVAL	8,000	7,840	6,272	6,272	6,250

CITY OF WILLIAMSBURG

GENERAL FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL <u>FY 2009</u>	ACTUAL <u>FY 2010</u>	BUDGET <u>FY 2011</u>	ESTIMATED <u>FY 2011</u>	PROPOSED <u>FY 2012</u>
001-8102-5605O	INSTITUTE FOR DANCE	1,500	1,470	0	0	1,250
001-8102-5605Q	MUSCARELLE MUSEUM	4,500	0	0	0	1,000
001-8102-5605R	THIS CENTURY GALLERY	11,000	10,780	10,132	10,132	10,500
001-8102-5605S	CHESAPEAKE BAY WIND ENSEMBLE	0	0	0	0	200
001-8102-5605T	AN OCCASION FOR THE ARTS	3,500	3,528	4,342	4,342	5,395
001-8102-5605U	WHRO - TV	2,000	2,450	2,606	2,606	2,500
001-8102-5605V	CULTURAL ALLIANCE	1,500	1,960	1,786	1,786	1,000
001-8102-5605X	W A A C - ADMIN EXPENSES	550	420	483	483	400
001-8102-5605Z	FIRST NIGHT OF WILLIAMSBURG	9,000	9,310	8,685	8,685	8,700
001-8102-5606	WILLIAMSBURG MUSIC CLUB	900	794	965	965	1,000
001-8102-5606C	STAGELIGHTS	2,500	2,205	2,026	2,026	2,000
001-8102-5606D	CELEBRATE YORKTOWN COMMITTEE	500	490	0	0	500
001-8102-5606J	VA ARTS FESTIVAL	4,500	5,390	5,308	5,308	5,500
001-8102-5606M	CHAMBER OF COMMERCE-ARTS MAP	7,000	0	0	0	0
001-8102-5606N	FLUTE FRENZY	800	794	772	772	750
001-8102-5606O	VIRGINIA STAGE COMPANY	500	490	434	434	425
001-8102-5606P	COMMUNITY ALLIANCE / PERF. ARTS	3,000	2,940	1,737	1,737	1,530
001-8102-5606Q	WRL FOUNDATION	6,500	7,350	6,514	6,514	6,500
001-8102-5606R	VIRGINIA PREMIER THEATRE	2,000	0	965	965	0
001-8102-5606U	VIRGINIA CHORALE	2,500	2,450	2,292	2,292	1,800
001-8102-5606V	ARC OF GREATER WILLIAMSBURG	0	0	2,895	2,895	3,000
001-8102-5606W	WILLIAMSBURG YOUTH HARP SOCIETY	1,650	3,430	1,930	1,930	1,000
001-8102-5606X	VA REGIONAL BALLET	3,500	3,920	3,764	3,764	3,600
	TOTAL ARTS COMMISSION	142,250	130,780	120,000	120,000	120,000
	TOTAL GENERAL FUND EXPENDITURES	32,598,534	30,328,890	31,181,895	30,701,275	31,872,170

CITY OF WILLIAMSBURG

UTILITY FUND OPERATING BUDGET - FISCAL YEAR 2012

ACCOUNT	DESCRIPTION	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
REVENUES:						
010-0610-1101	WATER SERVICE	4,020,473	3,780,549	4,357,500	4,050,000	4,151,250
010-0610-1101A	SEWER SERVICE	1,031,778	1,232,000	1,100,000	1,200,000	1,200,000
010-0610-1102	WATER CONNECTIONS	38,064	4,000	10,000	4,000	8,000
010-0610-11021	HRSD TAP FEES	40,590	56,595	60,000	50,000	60,000
010-0610-1102A	SEWER CONNECTIONS	1,600	3,200	2,000	2,000	2,000
010-0610-1103	PENALTIES - WATER & SEWER	20,333	18,746	15,000	15,000	15,000
010-0610-1110	OTHER SOURCES	8,820	133,396	8,000	8,000	8,000
010-0610-1111	INTEREST EARNINGS	97,165	26,248	12,000	10,000	10,000
010-0610-1118	WATER TANK-ANTENNA CONTRACTS	134,400	137,040	176,400	174,000	140,000
010-0610-1120	WATER & SEWER AVAILABILITY	462,000	303,435	150,000	160,000	160,000
010-0610-1122	TRANSFER - CAPITAL PROJECTS	-1,209,345	-213,958	124,500	99,182	-4,006
	TOTAL UTILITY FUND REVENUES	4,645,878	5,481,251	6,015,400	5,772,182	5,750,244
EXPENSES						
ADMINISTRATION						
010-1900-1001	SALARIES	219,553	220,380	288,372	288,372	288,372
010-1900-2001	FICA	15,883	16,024	22,060	22,060	22,060
010-1900-2002	RETIREMENT [VRS]	32,555	33,585	46,988	46,988	46,988
010-1900-2004	DENTAL	638	3,060	4,000	4,000	4,000
010-1900-2005	HOSPITALIZATION	16,530	18,313	27,242	20,380	28,418
010-1900-2006	GROUP INSURANCE	1,778	1,285	3,173	3,173	1,429
010-1900-2010	WORKERS COMPENSATION	10,416	2,798	10,500	10,500	10,500
010-1900-2013	EDUCATION ASSISTANCE	0	96	400	400	400
010-1900-3002	PROFESSIONAL SERVICE-OTHER	3,561	2,116	5,000	5,000	4,000
010-1900-30041	MAINTENANCE, CARS AND TRUCKS	16	16	500	500	500
010-1900-3006	PRINTING	592	265	500	500	500
010-1900-3007	ADVERTISING	142	462	500	500	500
010-1900-5201	POSTAGE	6,037	7,080	6,500	6,500	6,500
010-1900-5203	TELECOMMUNICATION	4,180	3,609	4,500	4,500	4,500
010-1900-5204	RADIO	538	590	550	550	550
010-1900-5302	FIRE	524	484	550	550	550
010-1900-5305	MOTOR VEHICLE	1,855	1,798	1,900	1,900	1,900
010-1900-5401	OFFICE SUPPLIES	3,432	3,875	2,000	2,000	2,000
010-1900-54081	CAR & TRUCK SUPPLIES	1,276	295	500	500	500
010-1900-54083	GAS & OIL	494	631	750	750	750
010-1900-5411	BOOKS & SUBSCRIPTIONS	165	0	200	200	200
010-1900-5413	OTHER OPERATING SUPPLIES	695	262	2,500	2,500	2,500
010-1900-5504	TRAVEL (CONVENTION & EDUCATION)	349	217	550	550	550
010-1900-5801	DUES & SUBSCRIPTIONS	0	56	600	600	600
010-1900-5869	COMPENSATION CONTINGENCY	0	0	0	0	30,000
010-1900-7002	FURNITURE & FIXTURES	133	0	500	500	500
010-1900-7005	MOTOR VEHICLES & EQUIPMENT	0	0	1,000	1,000	1,000
010-1900-7008	OVERHEAD CHARGES	618,138	610,637	620,000	620,000	620,000
010-1900-7009	DEPRECIATION EXPENSE	439,351	806,707	940,000	805,000	845,000
	TOTAL ADMINISTRATION	1,378,831	1,734,641	1,991,835	1,849,973	1,925,267

CITY OF WILLIAMSBURG

UTILITY FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>WATER TREATMENT</u>						
010-1910-1001	SALARIES	450,011	450,394	473,587	473,587	473,587
010-1910-1002	SALARIES - OVERTIME	0	0	500	500	500
010-1910-1006	DISCRETIONARY LEAVE	907	1,373	2,000	2,000	2,000
010-1910-2001	FICA	34,036	33,820	36,421	36,421	36,183
010-1910-2002	RETIREMENT [VRS]	60,798	60,547	77,497	77,497	77,497
010-1910-2004	DENTAL	9,002	5,088	10,000	10,000	8,000
010-1910-2005	HOSPITALIZATION	52,772	58,339	63,706	69,000	69,900
010-1910-2006	GROUP INSURANCE	3,320	2,339	5,232	5,232	2,357
010-1910-2010	WORKERS COMPENSATION	12,609	10,725	12,600	12,600	11,500
010-1910-2016	TRAINING	2,379	1,206	6,500	6,500	5,000
010-1910-3002	PROFESSIONAL SERVICE-OTHER	25,691	40,437	20,000	20,000	20,000
010-1910-3004	REPAIR & MAINTENANCE	8,718	3,637	7,000	7,000	7,000
010-1910-30041	MAINTENANCE, CARS & TRUCKS	16	16	500	500	500
010-1910-30042	MAINTENANCE, BUILDING	8,641	860	6,000	6,000	5,000
010-1910-30044	MAINTENANCE, POWERED EQUIPMENT	1,187	9,031	7,000	7,000	7,000
010-1910-3005	MAINTENANCE, SERVICE CONTRACTS	2,481	1,641	2,500	2,500	2,500
010-1910-3007	ADVERTISING	0	654	750	750	750
010-1910-5101	ELECTRICITY	152,198	103,047	119,000	110,000	112,000
010-1910-5201	POSTAGE	3,222	3,341	2,000	2,000	2,000
010-1910-5203	TELECOMMUNICATION	1,595	1,456	1,650	1,650	1,650
010-1910-5204	RADIO	316	399	150	150	150
010-1910-5301	BOILER	458	349	480	480	480
010-1910-5302	FIRE	4,192	3,871	4,300	4,300	4,300
010-1910-5305	MOTOR VEHICLES	618	599	650	650	650
010-1910-5308	GENERAL LIABILITY	10,573	9,721	12,000	12,000	12,000
010-1910-5401	OFFICE SUPPLIES	812	766	1,700	1,700	1,700
010-1910-5404	MEDICAL & LAB SUPPLIES	3,614	4,708	7,000	7,000	7,000
010-1910-5405	LAUNDRY,HOUSEKEEPING, JANITOR	1,174	2,034	1,000	1,000	1,000
010-1910-5407	REPAIR & MAINTENANCE SUPPLIES	15,816	17,794	25,000	25,000	25,000
010-1910-54081	CAR AND TRUCK SUPPLIES	410	568	600	600	600
010-1910-54082	TIRES	0	0	200	200	200
010-1910-54083	GAS AND OIL	4,178	2,133	1,900	1,900	2,100
010-1910-54084	POWERED EQUIPMENT SUPPLIES	38	188	1,000	1,000	1,000
010-1910-54086	GENERATOR FUEL	5,302	0	8,000	8,000	8,000
010-1910-5410	UNIFORMS & WEARING APPAREL	2,589	1,265	3,000	3,000	3,000
010-1910-5411	BOOKS & SUBSCRIPTIONS	0	0	400	400	400
010-1910-5413	OTHER OPERATING SUPPLIES/CHEMICALS	290,381	217,560	260,000	260,000	260,000
010-1910-5501	TRAVEL (MILEAGE)	106	0	0	0	0
010-1910-5504	TRAVEL (CONVENTION & EDUCATION)	0	0	750	750	750
010-1910-5651	TAXES	33,615	68,598	80,000	80,000	75,000
010-1910-5801	DUES & ASSOCIATION MEMBERSHIPS	880	0	200	200	200
010-1910-7002	FURNITURE & FIXTURES	1,574	500	2,500	2,500	2,500
010-1910-7005	MOTOR VEHICLES & EQUIPMENT	995	0	10,000	10,000	10,000
010-1910-7007	ADP EQUIPMENT	2,144	4,392	5,000	5,000	5,000
	TOTAL WATER TREATMENT	1,209,368	1,123,396	1,280,273	1,276,567	1,265,953

CITY OF WILLIAMSBURG

UTILITY FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>WATER SYSTEM</u>						
010-1920-1001	SALARIES	262,860	269,569	196,081	196,081	198,680
010-1920-1002	SALARIES - OVERTIME	10,929	13,232	9,000	9,000	9,000
010-1920-1003	PART-TIME SALARIES	0	0	2,000	2,000	2,000
010-1920-2001	FICA	20,706	20,947	15,842	15,842	16,041
010-1920-2002	RETIREMENT [VRS]	30,431	31,394	31,975	31,975	32,398
010-1920-2004	DENTAL	6,742	6,681	5,000	6,000	6,000
010-1920-2005	HOSPITALIZATION	30,995	44,497	34,656	52,380	57,618
010-1920-2006	GROUP INSURANCE	1,684	1,201	2,159	2,159	985
010-1920-2010	WORKERS COMPENSATION	10,965	7,461	11,000	11,000	9,000
010-1920-2016	TRAINING	315	470	1,000	1,000	1,000
010-1920-3002	PROFESSIONAL SERVICE OTHER	12,534	10,259	12,000	12,000	12,000
010-1920-30041	MAINTENANCE, CARS AND TRUCKS	2,161	2,377	1,600	1,600	1,600
010-1920-30042	MAINTENANCE, BUILDINGS	5,703	374	0	0	0
010-1920-30044	MAINTENANCE, POWERED EQUIPMENT	321	0	1,000	1,000	1,000
010-1920-30045	MAINTENANCE, WATER METERS	5,711	3,612	3,000	3,000	3,000
010-1920-3005	MAINTENANCE, SERVICE CONTRACTS	1,350	300	2,500	2,500	2,500
010-1920-3008	LAUNDRY & DRY CLEANING	5,947	5,143	4,600	4,600	4,600
010-1920-3010	STATE WATERWORKS ASSESSMENT	8,434	8,526	8,434	8,434	8,700
010-1920-5201	POSTAGE	506	242	200	200	200
010-1920-5203	TELECOMMUNICATION	4,518	4,826	3,000	3,000	4,000
010-1920-5204	RADIO	529	578	500	500	500
010-1920-5301	BOILER	458	349	500	500	500
010-1920-5302	FIRE	6,288	5,806	6,300	6,300	6,300
010-1920-5305	MOTOR VEHICLES	5,564	5,394	5,600	5,600	5,600
010-1920-5308	GENERAL LIABILITY	10,794	9,923	11,000	11,000	11,000
010-1920-5401	OFFICE SUPPLIES	504	825	800	800	800
010-1920-5405	LAUNDRY, HOUSEKEEPING,JANITOR	150	777	500	500	500
010-1920-5407	REPAIR & MAINTENANCE SUPPLIES	2,181	660	2,000	2,000	2,000
010-1920-54081	CAR AND TRUCK SUPPLIES	3,412	6,279	6,000	6,000	6,000
010-1920-54082	TIRES	1,029	1,774	1,500	1,500	1,500
010-1920-54083	GAS AND OIL	13,068	13,124	16,500	16,500	16,500
010-1920-54084	POWERED EQUIPMENT SUPPLIES	1,532	413	1,500	1,500	1,500
010-1920-5410	UNIFORMS & WEARING APPAREL	2,112	1,145	2,800	2,800	2,800
010-1920-5413	OTHER OPERATING SUPPLIES	51,810	57,713	60,000	60,000	59,000
010-1920-5417	WATER METERS	8,396	16,322	26,000	26,000	25,500
010-1920-5504	TRAVEL (CONVENTION & EDUCATION)	110	0	600	600	600
010-1920-7001	MACHINERY & EQUIPMENT	3,264	7,408	11,000	11,000	11,000
010-1920-7005	MOTOR VEHICLES & EQUIPMENT	1,149	767	11,500	11,500	11,000
010-1920-7007	ADP EQUIPMENT	0	0	500	500	500
010-1920-8001	LEASE/RENT EQUIP	592	92	800	800	800
	TOTAL WATER SYSTEM	535,754	560,460	510,946	529,670	534,222

CITY OF WILLIAMSBURG

UTILITY FUND OPERATING BUDGET - FISCAL YEAR 2012

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>SEWAGE SYSTEM</u>						
010-1940-1001	SALARIES	141,154	143,327	237,995	237,995	230,222
010-1940-1002	SALARIES - OVERTIME	4,020	4,306	3,000	3,000	3,000
010-1940-2001	FICA	10,873	11,053	18,436	18,436	17,842
010-1940-2002	RETIREMENT [VRS]	29,358	31,286	38,739	38,739	37,474
010-1940-2004	DENTAL	4,763	177	5,000	5,000	5,000
010-1940-2005	HOSPITALIZATION	18,093	19,958	27,560	32,840	36,124
010-1940-2006	GROUP INSURANCE	1,602	1,196	2,616	2,000	1,140
010-1940-2010	WORKERS COMPENSATION	6,579	280	7,500	7,500	7,500
010-1940-2016	TRAINING	0	40	1,000	1,000	1,000
010-1940-3002	PROFESSIONAL SERVICE-OTHER	19,420	18,649	18,000	18,000	14,000
010-1940-30041	MAINTENANCE, CARS AND TRUCKS	61	420	500	500	500
010-1940-30042	MAINTENANCE, BUILDINGS	2,531	0	5,000	5,000	5,000
010-1940-30044	MAINTENANCE, POWERED EQUIPMENT	7,800	11	14,000	14,000	14,000
010-1940-3005	MAINTENANCE SERVICE CONTRACTS	3,408	1,883	5,000	5,000	5,000
010-1940-3008	LAUNDRY & DRY CLEANING	360	422	1,000	1,000	1,000
010-1940-3032	HRSD SEWAGE	1,077,799	1,294,205	1,160,000	1,250,000	1,160,000
010-1940-5101	ELECTRICITY	30,106	25,015	30,000	30,000	30,000
010-1940-5102	HEATING	1,543	1,303	900	900	900
010-1940-5201	POSTAGE	31	0	0	0	0
010-1940-5203	TELECOMMUNICATION	13,786	12,939	14,500	14,500	14,500
010-1940-5204	RADIO	507	632	300	300	300
010-1940-5301	BOILER	458	349	500	500	500
010-1940-5302	FIRE	1,834	1,693	2,000	2,000	2,000
010-1940-5308	GENERAL LIABILITY	10,793	9,923	12,000	12,000	12,000
010-1940-5401	OFFICE SUPPLIES	101	253	300	300	300
010-1940-5405	LAUNDRY, HOUSEKEEPING, JANITOR	150	152	500	500	500
010-1940-5407	REPAIR & MAINTENANCE SUPPLIES	22,134	14,561	20,000	20,000	20,000
010-1940-54081	CAR AND TRUCK SUPPLIES	1,751	1,810	2,000	2,000	2,000
010-1940-54082	TIRES	279	521	800	800	800
010-1940-54083	GAS AND OIL	4,838	5,166	5,000	5,000	5,000
010-1940-54084	EQUIPMENT SUPPLIES	1,002	1,598	4,900	4,900	4,900
010-1940-54086	GENERATOR FUEL	0	0	1,000	1,000	1,000
010-1940-5410	UNIFORMS & WEARING APPAREL	345	127	500	500	500
010-1940-5413	OTHER OPERATING SUPPLIES	10,712	21,414	22,000	22,000	23,000
010-1940-5504	TRAVEL (CONVENTION & EDUCATION)	0	0	300	300	300
010-1940-7005	MOTOR VEHICLES & EQUIPMENT	1,088	2,790	16,000	16,000	16,000
010-1940-7007	ADP EQUIPMENT	100	223	500	500	500
010-1940-8001	LEASE / RENT EQUIPMENT	0	0	1,000	1,000	1,000
	TOTAL SEWAGE SYSTEM	1,429,379	1,627,682	1,680,346	1,775,011	1,674,801

CITY OF WILLIAMSBURG**UTILITY FUND OPERATING BUDGET - FISCAL YEAR 2012**

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATED FY 2011	PROPOSED FY 2012
<u>DEBT SERVICE</u>						
010-1970-5839	INTEREST PAYMENTS	92,546	424,815	392,000	288,417	275,000
	TOTAL DEBT SERVICE	92,546	424,815	392,000	288,417	275,000
<u>PURCHASED SERVICES</u>						
010-1985-3015	NNWW - PURCHASE OF WATER	0	0	100,000	0	65,000
010-1985-3016	NNWW - SUPPLEMENTAL WATER-MTCE	0	73,648	60,000	52,545	10,000
	TOTAL PURCHASED SERVICES	0	73,648	160,000	52,545	75,000
	TOTAL UTILITY FUND OPERATING EXPENSES	4,645,878	5,544,642	6,015,400	5,772,182	5,750,244

CITY OF WILLIAMSBURG**STAFFING LEVELS - FISCAL YEAR 2012**

	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
<u>City Manager's Office</u>							
City Manager	1	1	1	1	1	1	1
Assistant City Manager	1	1	1	1	1	1	1
Economic Development Director	1	1	1	1	1	1	1
Communications Specialist	0	0	0	1	0	0	0
Human Resources Specialist	1	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1	1
Administrative Aide	<u>0.5</u>						
Sub-total	5.5	5.5	5.5	6.5	5.5	5.5	5.5
<u>Clerk of Council / Communication</u>							
Clerk of Council	1	1	1	1	1	1	1
Communications Specialist	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	1	1	1	1	2	2	2
<u>City Attorney</u>							
City Attorney	0	0	1	1	1	1	1
<u>Commissioner of Revenue</u>							
Commissioner	1	1	1	1	1	1	1
Clerk	<u>2</u>						
Sub-total	3	3	3	3	3	3	3
<u>Registrar</u>							
Registrar	1	1	1	1	1	1	1
Clerk	<u>0.5</u>						
Sub-total	1.5	1.5	1.5	1.5	1.5	1.5	1.5
<u>Assessor's Office</u>							
City Assessor	1	1	1	1	1	1	1
Assessment Technician	<u>1</u>						
Sub-total	2	2	2	2	2	2	2
<u>Department of Finance</u>							
Director of Finance	1	1	1	1	1	1	1
Deputy Director of Finance	1	1	1	1	1	1	1
Financial Technician	4	4	5	5	5	5	5
Utility Account Clerk	1	1	1	1	1	1	1
Compliance/Revenue Mgr.	<u>1</u>						
	8	8	9	9	9	9	9
<u>Information Technology</u>							
I T Director	1	1	1	1	1	1	1
Systems Analyst	1	1	1	1	1	1	1
Systems Technician	<u>1</u>						
Sub-total	3	3	3	3	3	3	3
<u>Police Department</u>							
Police Chief	1	1	1	1	1	1	1
Deputy Police Chief	1	1	1	1	1	1	1
Police Major	2	2	2	2	2	2	2
Police Lieutenant	5	5	5	5	5	5	5
Police Sergeant	4	4	4	4	4	4	4
Police Officer	21	22	23	23	21	22	23
Administrative Secretary	2	2	2	2	2	2	2
Communications Operator	11	13	13	13	0	0	0
Parking Enforcement Officer	2	2	2	2	2	2	2
Parking Garage Attendant	<u>1</u>						
Sub-total	50	53	54	54	39	40	41

CITY OF WILLIAMSBURG**STAFFING LEVELS - FISCAL YEAR 2012**

	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
<u>Fire Department</u>							
Fire Chief	1	1	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1	1	1
Battalion Chief	3	3	3	3	3	3	3
EMS Captain	1	1	1	1	1	1	1
Fire Protection Captain	1	1	1	1	1	1	1
Lieutenant	3	3	3	3	3	3	3
Fire Inspector	3	3	3	3	3	3	3
Firefighter / EMT	21	22	23	23	23	23	23
Secretary-Senior	1	1	1	1	1	1	1
Sub-total	35	36	37	37	37	37	37
<u>Planning Department</u>							
Director	1	1	1	1	1	1	1
Zoning Administrator	1	1	1	1	1	1	1
Planner	1	1	1	1	1	1	1
Secretary	1	1	1	1	1	1	1
Sub-total	4	4	4	4	4	4	4
<u>Code Compliance</u>							
Code Compliance Administrator	1	1	1	1	1	1	1
Plans Examiner	1	1	1	1	0	0	0
Combination Inspector	2	3	3	3	3	2	2
Secretary	2	2	2	2	1	1	1
Sub-total	6	7	7	7	5	4	4
<u>Engineering</u>							
Engineer	1	1	1	1	1	1	1
Public Works Inspector	1	1	1	1	1	1	1
Sub-total	2	2	2	2	2	2	2
<u>Street Department</u>							
Street Superintendent	1	1	1	1	1	1	1
Street Supervisor	1	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1	1
Municipal Service Workers	7	7	7	7	7	6	6
Sub-total	10	10	10	10	10	9	9
<u>Landscape</u>							
Landscape Superintendent	1	1	1	1	1	1	1
Municipal Service Workers	6	6	6	6	6	5	5
Cemetery Caretaker	1	1	1	1	1	1	1
Sub-total	8	8	8	8	8	7	7
<u>Shop</u>							
Shop Superintendent	1	1	1	1	1	1	1
Mechanics	2	2	2	2	2	2	2
Sub-total	3	3	3	3	3	3	3
<u>Recreation Department</u>							
Director	1	1	1	1	1	1	1
Deputy Director	1	1	1	1	1	1	1
Maintenance Superintendent	1	1	1	1	1	1	1
Parks & Recreation Specialist	2	2	2	2	2	2	2
Facilities/Grounds Manager	0	1	1	1	1	0	0
Maintenance Worker	2	1	1	1	1	1	1
Senior Secretary	1	1	1	1	1	1	1
Park Manager/Waller Mill Park	0	0	0	1	1	1	1
Program Coordinator	0	1	1	0	0	0	0
Office Assistant/Receptionist	1	0	0	0	0	0	0
Sub-total	9	9	9	9	9	8	8

CITY OF WILLIAMSBURG**STAFFING LEVELS - FISCAL YEAR 2012**

	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
<u>Public Utilities</u>							
Public Utilities Director	1	1	1	1	1	1	1
Project Engineer	1	1	1	1	1	1	1
Civil Engineer	0	0	0	1	1	1	1
Administrative Secretary	1	1	1	1	1	1	1
Superintendent - Filter Plant	1	1	1	1	1	1	1
Water Plant - Chief Operator	1	1	1	1	1	1	1
Senior Operator	1	1	1	1	1	1	1
Water Plant Operator I	1	1	1	1	1	1	1
Water Plant Operator II	4	4	4	4	4	4	4
Water Plant Operator III	1	1	1	1	1	1	1
Water Plant Operator IV	2	2	2	2	2	2	2
Water & Sewer Superintendent	1	1	1	1	1	1	1
Water & Sewer Supervisor	1	1	1	1	1	1	1
Facilities Supervisor	1	1	1	1	1	1	1
Municipal Service Workers	<u>8</u>						
Sub-total	25	25	25	26	26	26	26
<u>Buildings/Facilities Maintenance</u>							
Facilities Manager	1	1	1	1	1	1	1
Municipal Service Worker	<u>1</u>						
Sub-total	2	2	2	2	2	2	2
<u>Human Services Department</u>							
Director	1	1	1	1	1	1	1
Eligibility Worker	4	4	4	4	4	4	4
Social Worker	5	5	5	5	5	5	5
Office/Clerical	<u>3</u>						
Sub-total	13	13	13	13	13	13	13
Total City Employees	<u>191.0</u>	<u>196.0</u>	<u>200.0</u>	<u>202.0</u>	<u>185.0</u>	<u>182.0</u>	<u>183.0</u>

* Full-time equivalents (FTE's), including Constitutional Officers, Registrar



Capital Improvements

INTRODUCTION

The Capital Improvements Projects of the City of Williamsburg are administered through two funds, the Sales Tax Fund for general improvements, and the Utility Fund for water and sewer projects. Since 1991, the City has projected five year capital project requirements of all departments. The current year's projects are funded by City Council, with the remaining four years shown for planning purposes only. At year end, the funding for any uncompleted project is encumbered as necessary, and presumed to be finished in the next fiscal year.

Revenues of the **Sales Tax Fund** are derived from the 1% Sales Tax that is collected and distributed monthly by the state. All taxable purchases in the Commonwealth of Virginia are charged at the rate of 5%, one percent of which is returned to localities by law. It has been the policy of the City Council for over 25 years to use this revenue to fund general capital projects in the City. Examples of projects completed with the use of these funds are schools, municipal buildings, land acquisitions, roads, vehicles, and equipment. It is a general fund type, and combined with the General Fund for financial statement presentation. For budgeting purposes management has traditionally chosen to keep it separate because of its capital project nature.

The Sales Tax Fund for FY 2012 and beyond will budget and account for interest earnings of the General Fund. In the past the operating budget has experienced drastic swings in these revenues caused by extreme changes in interest rates, tending to skew operating budgets. This approach will help stabilize operations for comparison each year. On the spending side, the City's annual paving program will be included as a capital expenditure in this fund, not only because of its capital nature, but also because of the skewing affect on operations over time. As noted above, the Sales Tax Fund is ultimately included in the General Fund for financial statement presentation as required by general accepted accounting principles.

Revenues of the **Utility Fund** are used to fund capital improvements, as well as operating costs, for the water and sewer systems.

Capital project detail sheets include a reference to one or more of the specific **City Council's 2011 and 2012 Biennium Goals & Initiatives** the project will contribute toward.

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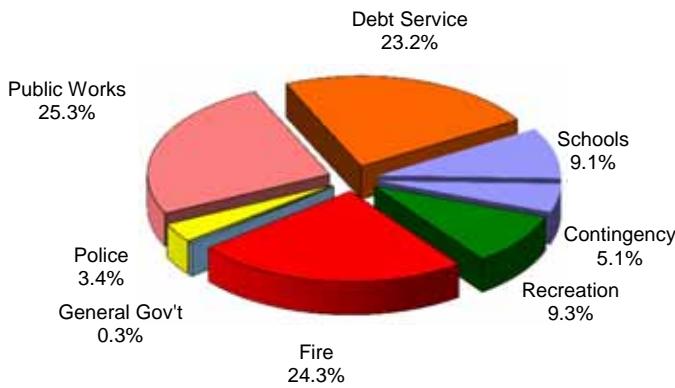
Capital Improvements

CITY OF WILLIAMSBURG

GENERAL CAPITAL IMPROVEMENT PROJECTS - FISCAL YEAR 2012

	ACTUAL FY 2010	ESTIMATED FY 2011	PROPOSED FY 2012
<u>REVENUES:</u>			
1% SALES TAX	3,885,065	4,000,000	4,000,000
INTEREST EARNINGS	29,098	75,000	75,000
SALE OF LAND	887,684	0	0
GRANTS/PROFFERS	360,163	105,000	0
STORMWATER MGT	15,500	2,000	0
BOND PROCEEDS	0	1,375,000	0
TRANSFER - CTHOUSE MTCE	191,511	0	150,000
TRANSFER FROM RESERVES	2,215,050	3,637,993	867,898
TOTAL REVENUES	7,584,071	9,194,993	5,092,898
<u>EXPENDITURES:</u>			
PUBLIC WORKS	329,655	590,000	1,252,000
POLICE	405,667	45,000	170,000
FIRE	320,011	650,000	1,200,000
RECREATION-OPEN SPACE	177,962	20,000	462,000
GENERAL GOVERNMENT	2,727,600	4,249,680	14,000
CONTINGENCY	445,314	200,000	250,000
SCHOOLS	1,515,914	700,000	450,000
LIBRARY	68,000	0	0
COURTHOUSE	191,511	0	150,000
DEBT SERVICE	1,402,437	2,740,313	1,144,898
TOTAL EXPENDITURES	7,584,071	9,194,993	5,092,898

General Capital Improvement Projects (Sales Tax) Fund FY 2012



CITY OF WILLIAMSBURG
SALES TAX FUND - CAPITAL IMPROVEMENT PROGRAM SUMMARY
FISCAL YEARS 2012-2016

CATEGORY	PROJECT COSTS THROUGH 6/30/10	ESTIMATED THROUGH FY 2011	CARRYOVER FROM FY 2011	5 - YEAR CAPITAL IMPROVEMENT PROGRAM					5 - YEAR TOTAL				
				PROPOSED BUDGET FY 2012	FOR PLANNING PURPOSES ONLY								
				FY 2013	FY 2014	FY 2015	FY 2016						
PUBLIC WORKS													
Street Construction													
Traffic Signal Improvements				75,000	260,000		240,000	575,000					
Ironbound Road-Longhill Connector to Richmond Rd.							335,000	335,000					
CSX/Henry St. Crossing (cost sharing)				90,000				90,000					
Repaving Program		300,000		450,000	450,000	450,000	450,000	2,250,000					
Prince George St. Reconstruction				382,000				382,000					
Corridor Enhancement / Underground Wiring													
Guardrail Improvement Program	266,429			75,000				75,000					
Regional Corridor Improvement Program				20,000				20,000					
Page Street (U.W.)				20,000	300,000	300,000		620,000					
Quarterpath Road (U.W.) (by Dominion Power)	273,522												
South Henry Street (U.W.)							30,000	845,000	875,000				
Ironbound Rd. (U.W.) (included in Ironbound Rd. Street Construction Project)													
Ironbound Rd. (U.W.) JCC Project		100,000							0				
Pedestrian and Bicycle Improvements													
Pedestrian Facility Improvements		250,000	100,000	110,000		50,000	50,000	50,000	260,000				
Bicycle Facility Improvements					20,000	20,000			40,000				
Stormwater Management													
Stormwater Management Projects				75,000	50,000	140,000	100,000	365,000					
Total Public Works	539,951	550,000	200,000	1,057,000	1,060,000	1,220,000	630,000	1,920,000	5,887,000				
RECREATION AND OPEN SPACE													
Facilities													
Quarterpath Park Improvements		199,591		330,000	45,000				375,000				
Kiwanis Park Improvements		2,569,428	20,000		25,000				25,000				
Waller Mill Park Improvements				97,000		12,500	25,000	15,000	149,500				
Total Recreation and Open Space	2,769,019	20,000	0	427,000	70,000	12,500	25,000	15,000	549,500				
PUBLIC SAFETY													
Facilities													
E-911 Regional Center - Expansion		45,000	0	45,000	45,000	45,000	45,000	45,000	225,000				
Equipment													
Life Pack Monitor Replacement					140,000	105,000			245,000				
Mobile Data Terminals					125,000				125,000				
Total Public Safety	0	45,000	0	45,000	185,000	150,000	45,000	45,000	470,000				

CITY OF WILLIAMSBURG
SALES TAX FUND - CAPITAL IMPROVEMENT PROGRAM SUMMARY
FISCAL YEARS 2012-2016

CATEGORY	PROJECT COSTS THROUGH 6/30/10	ESTIMATED THROUGH FY 2011	CARRYOVER FROM FY 2011	5 - YEAR CAPITAL IMPROVEMENT PROGRAM					5 - YEAR TOTAL				
				PROPOSED BUDGET FY 2012	FOR PLANNING PURPOSES ONLY								
				FY 2013	FY 2014	FY 2015	FY 2016						
GENERAL GOVERNMENT													
Facilities													
Municipal Building Addition/Renovation	2,716,320	4,249,680	0	14,000					14,000				
Municipal Center Development Planning									TBD				
Municipal Center Development Design/Construction													
Vehicles													
Vehicle Replacement Plan		690,000		1,555,000	957,000	924,000	1,055,000	341,000	4,832,000				
Contingency													
Capital Projects - Contingency	.	200,000		250,000	500,000	500,000	500,000	500,000	2,250,000				
Total General Government	2,716,320	5,139,680	0	1,819,000	1,457,000	1,424,000	1,555,000	841,000	7,096,000				
AGENCIES / INTERJURISDICTIONAL													
Facilities													
Williamsburg Library Renovations				140,000					140,000				
Courthouse Mtce. Projects (contingency)				150,000					150,000				
Housing Programs													
Blayton Building Property Senior Housing Initiative				440,000					440,000				
Schools - Contribution													
Renovation Projects		700,000	1,350,000	450,000	1,200,000	1,000,000	500,000	550,000	3,700,000				
Total Agencies / Jurisdictional	0	700,000	1,350,000	600,000	1,780,000	1,000,000	500,000	550,000	4,430,000				
Total Capital Improvements/Projects	6,025,290	6,454,680	1,550,000	3,948,000	4,552,000	3,806,500	2,755,000	3,371,000	18,432,500				
Debt Service													
Principal Payments		785,000		886,239	684,882	663,325	688,266	712,131	3,634,843				
Interest Payments		280,313		258,659	228,297	205,190	181,221	156,876	1,030,243				
Bond Payoff - August 2010		300,000											
Bond Refinancing - October 2010		1,375,000											
Total Debt Service	2,740,313			1,144,898	913,179	868,515	869,487	869,007	4,665,086				
Total with Debt Service	6,025,290	9,194,993	1,550,000	5,092,898	5,465,179	4,675,015	3,624,487	4,240,007	23,097,586				

City Council Goals: V. Transportation

City Council Initiative: Traffic Safety Enhancements

Category: Public Works

Project Title: Street Construction

Project Description: Traffic Signal Improvements

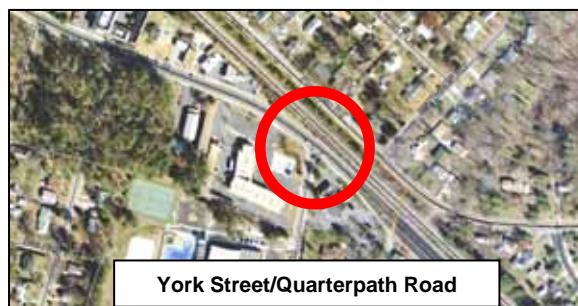
\$75,000 is budgeted for FY13 for traffic signal improvements. This project will review all 16 of the City's traffic signal timings and functionality. The goal is to make our signals more efficient and responsive to vehicular and pedestrian traffic.

Money is also included in FY14 and FY16 for future traffic signal installations at Richmond Road/Waltz Farm Drive, Second Street/Parkway Drive, and York Street/Quarterpath Road. The timing of their installation will depend on meeting traffic signal warrants, which are dependent on traffic and development in the vicinity of the proposed traffic signal.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$75,000	\$260,000		\$240,000	\$575,000

Fiscal Impact: New signals will increase the operations and maintenance budget for traffic signals; however, more efficient signal operations will provide energy savings to vehicular traffic.



Capital Improvements

City Council Goals: V. Transportation

City Council Initiatives: Ironbound Road Widening

Category: Public Works

Project title: Street Construction

Project description: Ironbound Road – Longhill Connector to Richmond Road

A corridor study was finalized in 2011 for Ironbound Road from Treyburn Drive to the Longhill Connector. Ironbound Road provides access for a variety of urban uses: residential (inside and outside the City), school facilities (James Blair Middle School and the College of William and Mary), mixed used development (High Street and New Town), a future fire station, and potential new development.

The study calls for the widening of Ironbound Road and the need for dual left turns onto Richmond Road. Also, the intersection at Longhill Road will need to be improved. The project will include underground wiring and improved pedestrian and bicycle facilities. Preliminary estimates for the construction phase are based on a three lane roadway, Longhill Road intersection improvements and an additional lane at the Richmond Road approach. The VDOT programming estimate for this project is as follows: PE – \$335,000; R/W Utilities – \$1,626,000 (\$1 million for underground wiring); and Construction – \$1,553,000. The project total is \$3,514,000. The City's share of the cost of the road work is 2%, and the underground wiring share is 50%.

The City's cost for the project includes \$500,000 for underground wiring and \$50,000 for road construction for a total of \$550,000. VDOT will administer the project and bill the City for its share. Due to State reductions in transportation funding, the construction of this project is slated to start in FY16. \$335,000 is earmarked for FY16 with the remainder beyond the five year CIP period.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	TOTAL
				\$335,000	\$335,000

Fiscal Impact: No significant change in maintenance costs for existing streets.



City Council Goal: V. Transportation

Category: Public Works

Project Title: Street Construction

Project Description: CSX/Henry Street Crossing

An application has been made for a safety improvement grant through VDOT to fund in whole or in part replacement of the at-grade CSX railroad crossing at North Henry Street. North Henry Street is a main corridor leading into the downtown and historic areas of the City. The existing crossing is over 15 years old and needs replacing.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$90,000				\$90,000

Fiscal Impact:

There is no impact on the City's operation and maintenance costs.



Capital Improvements

City Council Goal: V. Transportation

Category: Public Works

Project Title: Street Construction

Project Description: Repaving Program

The City sets aside money each year to resurface a portion of its street system. Annual resurfacing prolongs the life of the street and provides a safe riding surface for vehicles and bicycles.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$450,000	\$450,000	\$450,000	\$450,000	\$450,000	\$2,250,000

Fiscal Impact: No additional operational costs, since road surface area is unchanged with this maintenance program. While there is an outlay of substantial funds for annual resurfacing, the long term fiscal impact is minimal when considering replacement cost if this preventive maintenance was not performed.

City Council Goals: II. Character of the City
City Council Initiatives: Corridor Beautification V. Transportation

Category: Public Works

Project Title: Street Construction

Project Description: Prince George Street Reconstruction

In conjunction with the 2004 construction of the Prince George Parking Garage, Prince George St. from N. Henry St. to N. Boundary St. was reconstructed, sidewalks were bricked and widened, lighting was improved, and street trees were planted. The construction of Prince George Commons (Mama Mia's) presents the City with the same opportunity – a major enhancement of the street in conjunction with a major development.

The Prince George Street Reconstruction project, between N. Boundary St. and Armistead Ave., will be of the same character as the improvements made east of N. Boundary Street, and will include:

- Narrowing Prince George St. by eliminating parking on the north side.
- Widening to 13' and bricking the sidewalk on the north side of the street adjacent to the Imperial Building, Colonial Sports and Prince George Commons.
- Widening to 5' and bricking the sidewalk on the south side of the street, adjacent to College of William and Mary property.
- Replacing the existing curb and gutter and milling and repaving Prince George St.
- Upgrading the water and sanitary sewer lines in Prince George St. (Utility Fund)
- Installing new street lights.
- Planting new street trees in tree wells along the north side sidewalk.

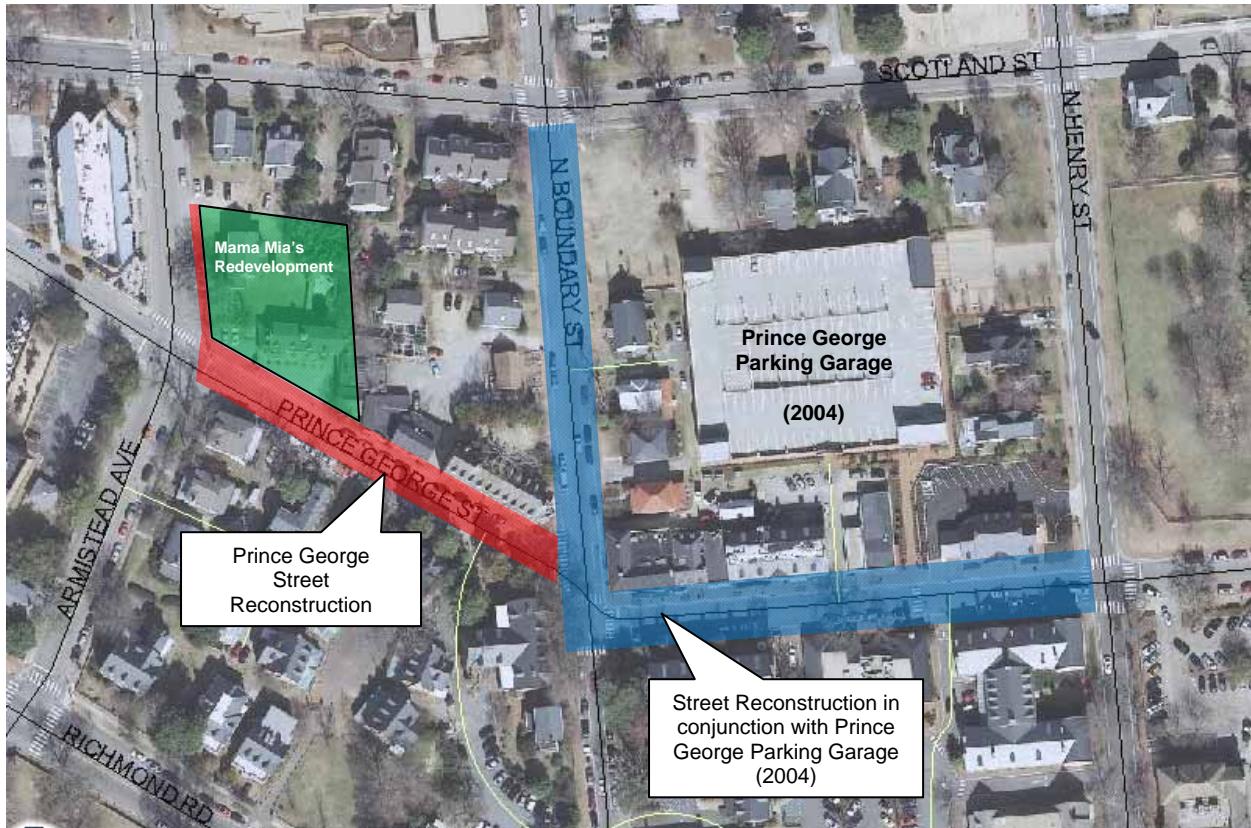
The developer of Prince George Commons proffered to construct brick sidewalks and associated curbs and gutters in conjunction with the redevelopment, which will be applied toward the cost of this project. Related and separately budgeted are: \$75,000 for storm drainage improvements on Armistead Avenue; and \$30,000 to replace the 8" water line and \$15,000 to upgrade the sanitary sewer lines, both in Prince George St.).

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$382,000					\$382,000

Fiscal Impact: Construction of new sidewalks and installation of new street trees will increase City maintenance costs slightly by \$2,000 per year.

Capital Improvements



Prince George Street Reconstruction

City Council Goal: II. Character of the City

Category: Public Works

Project Title: Underground Wiring/Corridor Enhancement

Project Description: Guardrail Improvement Program

This project involves replacing existing galvanized steel guardrails with painted guardrails. A portion of the South Henry Street guardrails were replaced in FY05. Jamestown Road guardrails were replaced in FY06-07. Bypass Road and Capitol Landing Road were completed in FY08, and Page Street in FY09. Most recently, guardrails were upgraded in conjunction with the 2011 paving program using federal stimulus funds. Money has been budgeted in FY13 to complete the guardrail replacement on South Henry Street (650 feet).

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$75,000				\$75,000

Fiscal Impact: No near-future cost impact on operations. Estimated long term maintenance cost of painted guardrails will be greater than galvanized guardrails but the powder coated system has a 10-15 year maintenance-free period.



City Council Goal: II. Character of the City
City Council Initiative: Corridor Beautification

Category: Public Works

Project Title: Underground Wiring/Corridor Enhancement

Project Description: Regional Corridor Improvement Program

This project is proposed for the Route 60 East Corridor from Page Street to Busch Gardens; involves Williamsburg, James City County and York County; and has been recommended by the Regional Issues Committee. The original concept was that right-of-way improvements would be managed by each jurisdiction, with a matching grant program for private properties administered by a Grant Review Committee for each jurisdiction.

The project is managed by the Chamber & Tourism Alliance. Carlton Abbott and Partners prepared the conceptual landscape plan for the corridor. \$20,000 is set aside for FY12 in anticipation of the plan coming forward for implementation. The City's improvements to the corridor could come in the way of sidewalk improvements or underground wiring along York Street and the City line.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$20,000					\$20,000

Fiscal Impact: There will be an ongoing maintenance costs of approximately \$2,000 per year for the portion of the right-of-way improvements that are located in the City.



City Council Goal: II. Character of the City
City Council Initiative: Corridor Beautification

Category: Public Works

Project Title: Underground Wiring/Corridor Enhancement

Project Description: Underground wiring

This project involves replacing all overhead wiring including electric, telephone and cable television with underground wiring on major corridors identified by City Council and the corridor beautification plan.

\$5.55 million has been invested in underground wiring over the last six years. Ironbound Road (JCC project – section in City) is under construction and wires will be placed underground in FY11-12.

A new 20 year franchise agreement was awarded to Dominion Virginia Power in FY09. The franchise agreement identifies four underground wiring projects which are anticipated to occur during the 20 year franchise period: Quarterpath Road, Page Street, South Henry Street, and York Street. Quarterpath Road underground wiring will be paid by Dominion Power. The other three projects are at the City's expense and are planned to be direct bury rather than duct bank installations, which will be less expensive to construct.

Also, as part of the Ironbound Road reconstruction project, wires will be placed underground. That undergrounding is estimated to occur in FY16, but included as part of the road project.

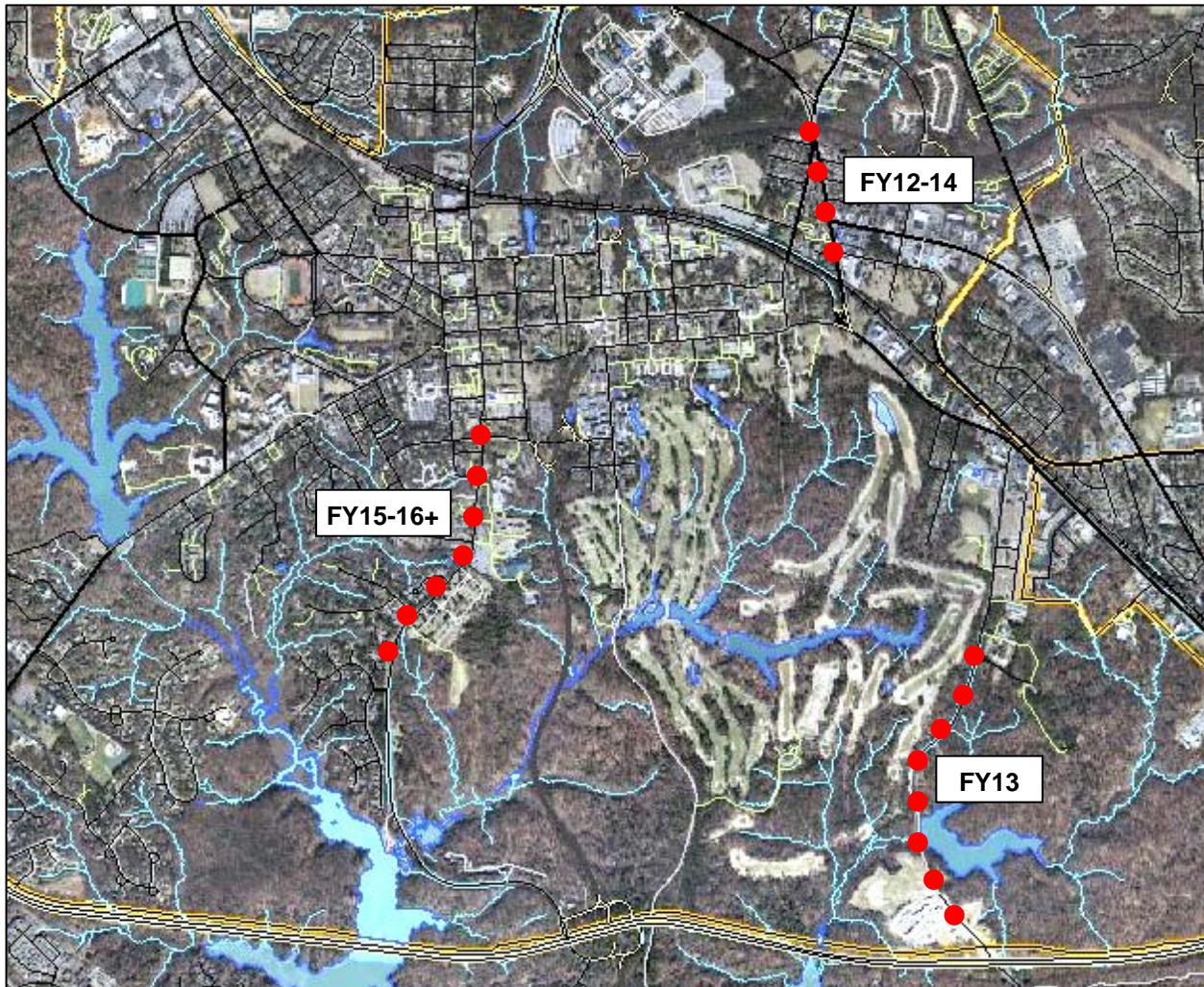
The following projects are planned over the next 5 years, and are primarily covered by the franchise agreement:

1. Ironbound Road (JCC project – section in City)	FY11-12	\$100,000 (carryover)
2. Page Street (2000') - Penniman Road to Monumental Ave.	FY12:	\$20,000 (Design)
	FY13:	\$300,000 (Phase 1)
	FY14:	\$300,000 (Phase 2)
3. Quarterpath Road (3,700') - Redoubt #2 to Rte 199	FY13:	\$0 (cost by Va Power)
4. South Henry Street (4000') - Newport Ave. to Port Anne	FY15:	\$30,000 (Design)
	FY16:	\$845,000 (Phase 1)
	after FY16:	\$TBD (Phase 2)
5. Ironbound Road (with road improvements)	FY16:	See Ironbound Rd.
6. York Street (450') - Quarterpath Rd. to Corporate limits	after FY16:	\$TBD

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$20,000	\$300,000	\$300,000	\$30,000	\$845,000	\$1,495,000

Fiscal Impact: Underground wiring is primarily aesthetic issue with little operating impact.



UNDERGROUND WIRING

FY 13: Quarterpath Road

FY12-14: Page Street

FY15-16+: South Henry Street

FY16: Ironbound Road
(see Ironbound Road project)

City Council Goal: V. Transportation

City Council Initiative: Pedestrian Connection Improvements

Category: Public Works

Project Title: Pedestrian and Bicycle Improvements

Project Description: Pedestrian Facility Improvements

A master plan for major sidewalk improvements is part of the 2006 Comprehensive Plan and is intended to fill in the gaps in the existing sidewalk system.

The City applied for revenue sharing funds to construct five high priority sidewalks throughout the City, and construction will begin in FY11 (funds will be carried over to FY12 if not completed): Rte. 199 – Jamestown Road to Holly Hills Carriage Homes; Nassau Street – Francis Street to Court Street (brick); Richmond Road – College Corner to Wawa Store (brick); South Henry Street – Court Street to DeWitt-Wallace Museum (brick); and South Boundary Street – College Corner to Grigsby Street (brick).

Three specific projects are proposed for FY12, based on recommendations made by the Planning Commission and the Beautification Advisory Committee:

1. Ironbound Road (260') – Middle Street to the old Fire Station - \$22,000
2. Scotland and Prince George Streets (on either side of Tribe Square) - \$54,000
3. York Street (900') – Pocahontas Street to CWF pasture (currently a gravel path) - \$34,000

\$50,000/year is earmarked for FY14-FY16 for sidewalk improvements, but these figures will be updated in next year's CIP as Planning Commission continues to refine and prioritize sidewalk improvements as part of the 2012 Comprehensive Plan update.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$110,000		\$50,000	\$50,000	\$50,000	\$260,000

Fiscal Impact: Construction of new sidewalks will, over time, increase the City annual maintenance costs for sidewalks approximately \$1,000.

Capital Improvements



FY12 SIDEWALK CONSTRUCTION PROJECTS

1. Ironbound Road (Middle Street to the old Fire Station)
2. Scotland and Prince George Streets (on either side of Tribe Square)
3. York Street (Pocahontas Street to CWF pasture)

City Council Goal: V. Transportation

City Council Initiative: Bike Friendly Community Designation

Category: Public Works

Project Title: Pedestrian and Bicycle Improvements

Project Description: Bicycle Facility Improvements

Funds are allocated for FY13 and FY14 for improvements to the City's bicycle facilities. These improvements could include: installation of bicycle racks at key locations such as public buildings, Prince George Parking Garage and City Square Parking Terrace, and Prince George Street; improvements to bike lanes such as lane markings and signage; installation of additional signs, where appropriate, on City streets designated as "shared use" by the Regional Bikeway Plan and the City's Comprehensive Plan.

A more detailed program will be developed for the FY13 Capital Improvement Program.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$20,000	\$20,000			\$40,000

Fiscal Impact: Additional bicycle facilities will add minor maintenance costs of approximately \$500 per year.



City Council Goal: IX. Environmental Sustainability

City Council Initiative: Stormwater Management and Treatment

Category: Public Works

Project Title: Stormwater Management

Project Description: Stormwater Management Projects

Typical activities include: Erosion Control; drainage system improvements (piping, inlets, ditches, curbing, etc.), stormwater management facilities, renovate shouldered/ditched roadways, and mosquito control.

The stormwater master plan was completed in FY96. The plan includes a capital improvement program for stormwater projects throughout the City. A major part of the plan anticipated construction of regional BMP facilities. Haynes Pond BMP located in the York River Basin was constructed in FY02 at a cost of \$200,000; the Skipwith Pond BMP for the James River Basin was constructed in 1993. Pollard Park/Griffin Avenue x-drain project was completed in FY08-09. In FY11, the Route 143 embankment stabilization project was completed.

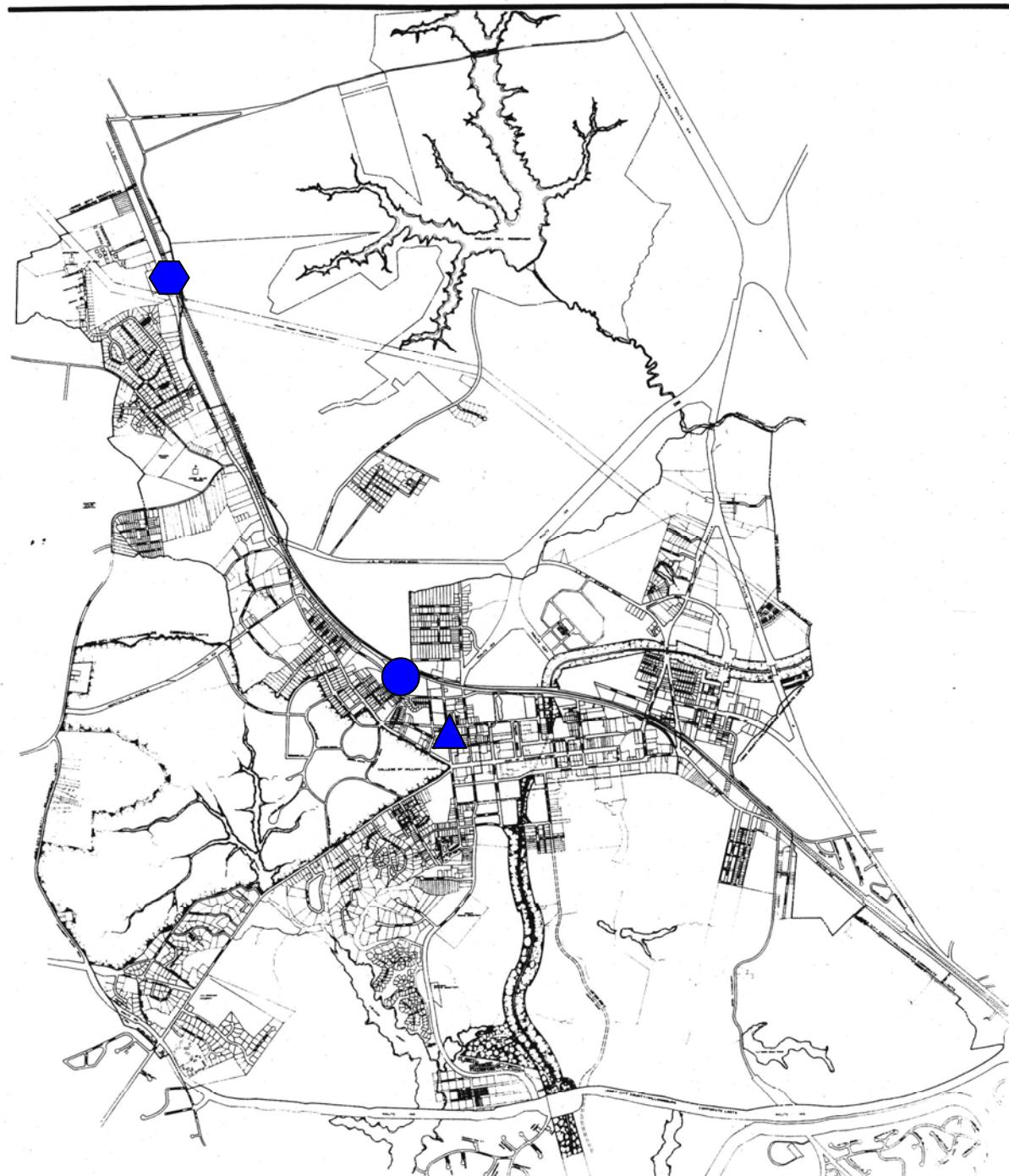
In accordance with a new Virginia Department of Environmental Quality mandate, the City is required to update its 1996 Stormwater Management Plan. This is scheduled for FY13 at a cost of \$50,000. \$75,000 is included in FY12 to construct a storm sewer system in Armistead Avenue in conjunction with redevelopment of the current Mama Mia's property. Also, other drainage projects are slated for the latter part of the five year planning period. All proposed projects are listed in the table below:

- | | |
|--|-----------------|
| 1. Armistead Ave. Improvements (Mama Mias redevelopment) | FY12: \$75,000 |
| 2. Revise Stormwater Master Plan (per State mandate) | FY13: \$50,000 |
| 3. Richmond Rd. x-drain (divided highway section) | FY14: \$140,000 |
| 4. Lafayette St./CSX outfall at City Shop | FY15: \$100,000 |

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$75,000	\$50,000	\$140,000	\$100,000		\$365,000

Fiscal Impact: Drainage improvements must be maintained, but incremental cost over current operating budgets should not be significant.



STORMWATER MANAGEMENT

THE CITY OF WILLIAMSBURG, VIRGINIA



FY12



FY14



FY15



Capital Improvements

City Council Goal: VIII. Recreation and Culture

City Council Initiative: Quarterpath Park and Recreation Center

Category: Recreation and Open Space

Project Title: Facilities

Project Description: Quarterpath Park Improvements

Quarterpath Park includes three lighted and well used ballfields. The lighting for ballfields #1 and #2 is over 30 years old, and in need of upgrading. The new lighting will be computer controlled and much more energy efficient than the existing lighting. In conjunction with these improvements, the existing lights for ballfield #3 will also be computer controlled. New lighting for the sand volleyball courts would allow the leagues to play in the fall and spring, instead of being limited to summer play only.

The fencing and backstop for ballfield #1 has been in place since 1970, and is in need of replacement. In conjunction with this upgrade, ballfield #1 will be increased from 290 feet to 300 feet, making it suitable for tournament play.

- FY12: New computer controlled lights for ballfield #1 and #2,
and computer control for existing lights for ballfield #3, and
New computer controlled lights for sand volleyball courts \$330,000
- FY13: New backstop and fencing for ballfield #1 \$45,000

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$330,000	\$45,000				\$375,000

Fiscal Impact: Improvements to the ballfield lights will result in lower utility costs of approximately \$500 per year.



City Council Goal: VIII. Recreation and Culture

City Council Initiative: Kiwanis Park

Category: Recreation and Open Space

Project Title: Facilities

Project Description: Kiwanis Park Improvements

The initial improvements to Kiwanis Park have been completed, and include a complex of three lighted ballfields. The park master plan was designed so that a fourth ballfield could easily be added, taking advantage of the infrastructure and parking constructed for the first three ballfields. Construction of the fourth ballfield is not programmed for the FY12-16 Capital Improvement Program, but will be added when justified, based on demand and funding availability. In FY13, it is proposed to develop the unlighted infield portion of the fourth ballfield for practice/warm up in anticipation of future completion of the four field complex, as stated in City Council's adopted Goals and Initiatives for the Biennium.

- FY13 Develop unlighted infield portion of the 4th ballfield \$25,000
- FYxx: Construction and lighting of 4th 200' ballfield \$825,000

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$25,000				\$25,000

Fiscal Impact: No major impacts are anticipated with this project, but operating and maintenance costs will increase marginally.



Capital Improvements

City Council Goal: VIII. Recreation and Culture
City Council Initiative: Waller Mill Park

Category: Recreation and Open Space

Project Title: Facilities

Project Description: Waller Mill Park Improvements

With a visitation and usage that surpasses 100,000 annually, Waller Mill Park provides recreational opportunities for both tourists and residents of the Greater Williamsburg area. In order to provide a better recreational experience, several improvements are proposed to the dock area of the park, which was last renovated in 1996. The improvements include adding canoe and kayak launching facilities, replacing the existing permanent dock with a floating dock that will function with the varying water levels in the Waller Mill Reservoir, renovating the existing fishing pier and replacing Shelter #1 which was built in 1972.

- FY12: Replace the existing permanent dock with a more functional floating dock and storage area. \$97,000
- FY14: Replace the deck and rails on the existing fishing pier. \$12,500
- FY15: Remove and replace the boat launch dock, adding a canoe/kayak dock and launching area. \$25,000
- FY16: Replace Shelter #1 \$15,000

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$97,000		\$12,500	\$25,000	\$15,000	\$149,500

Fiscal Impact: No major impacts are anticipated, since these projects improve and upgrade existing facilities.



City Council Goal: VI. Public Safety

Category: Public Safety

Project Title: E-911 Regional Center Expansion

Project Description:

To provide enhanced 911 emergency dispatch services more economically and efficiently, consolidation of the Williamsburg and York County 911 public safety answering point (PSAP) was approved by City Council in February 2009 and was fully implemented in July 2009. The existing facility in York County was expanded to accommodate the additional staff and operating work stations needed by this merger, and will require City funding of \$45,000 annually to cover debt service on the building expansion. This amount is included in FY12 – FY16.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$225,000

Fiscal Impact: Operational efficiencies of the consolidation are expected to achieve savings estimated at \$150,000 - \$200,000 per year.

City Council Goal: V. Public Safety

Category: Public Safety

Project Title: Equipment

Project Description: LIFEPAK Monitor Replacement

This project replaces LIFEPAK monitors for the City's medic units and other emergency response vehicles. Seven units need to be replaced over the next four years because in the next four or five years there will be no technology support for our current LIFEPAK 12 units. The replacement cost for a LIFEPAK 15 is \$35,000 per unit – four units will be replaced in FY13, and the remaining three units will be replaced in FY14.

The LIFEPAK 15 is a cardiac monitor/defibrillator that integrates non-invasive monitoring for carbon monoxide, oxygen saturation, and the ability to detect chemical exposures and certain drugs in patients. The LIFEPAK 15 allows the sharing of critical patient data with multiple patient care teams and facilities throughout the region.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$140,000	\$105,000			\$245,000

Fiscal Impact: This project updates and improves existing equipment that is being phased out, reducing the need for high cost repairs on outdated equipment. Operational savings is estimated to be approximately \$3,000 per year.



City Council Goal: VI. Public Safety

Category: Public Safety

Project Title: Equipment

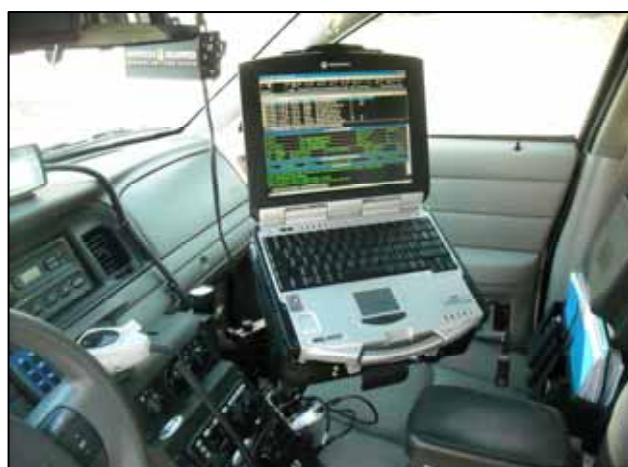
Project Description: Mobile Data Terminals

This project will allow the purchase of nine ruggedized laptops that will be installed in the police vehicles. The laptops will utilize the York-Poquoson Sheriff's Office's existing message switch that will allow mobile field based reporting for all reports taken by law enforcement personnel. It will also interface with the York-Poquoson-Williamsburg Emergency Communications Center and allow interfacing with the Virginia State Police and the FBI's communications network that is utilized 24/365 for querying license plates, operator licenses, wanted persons, etc. Additionally it will interface with the regional 911 center's computer aided dispatching program that will allow instantaneous connectivity for all of the calls for service from the regional 911 center. This will allow for a more timely response and give pertinent information to the police officer on scene in real time electronic format. Another benefit is the ability to collect data queried and download directly into the officer's report while in the field. This improves report accuracy and quality control, reducing risk of incorrectly misspelling names and addresses.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
		\$125,000			\$125,000

Fiscal Impact: Annual operating costs are expected to be \$16,840. Operationally the efficiencies are hard to estimate, but the benefits of the state of art field-based reporting and mobile field CAD is anticipated to save significant time and increase officer productivity and efficiency. Grant opportunities for funding are presently being explored.



Capital Improvements

City Council Goal: I. Community Engagement

City Council Initiative: Stryker Center – City/Library Partnership

Category: General Government

Project Title: Facilities

Project Description: Municipal Center Development

The next project in the continuing development of the City's Municipal Center will explore and advance the concept of a partnership between the City and the Williamsburg Regional Library to replace the existing Stryker Building to meet the city's governmental needs, and to satisfy unmet demands for civic and community activity space and expanded access to the digital and cultural services of the Library. This is the next step in development of the "City Square" Municipal Center.

The "Stryker Center" could include such features as a City Council chamber and conference room, voter registration, permanent and changing exhibit/gallery, and reception space – all shared with Library uses, such as, educational and arts programming, video production and origination, film screening, and diverse community meeting and activities. In other words, a place where citizens interact easily with government and one another.

A budget for the project needs to be determined in FY12 as planning and programming occur.

Estimated Capital Budget:

	FY12	FY13	FY14	FY15	FY16	Total
Planning	\$14,000					\$14,000
Design/ Construction						\$TBD

Fiscal Impact: The decision on renewal or replacement of the existing Stryker Building will have long term lifecycle cost consequences.



WILLIAMSBURG MUNICIPAL CENTER

1" = 200'-0"

EXISTING:

- | | |
|---------------------------|------------------------------|
| (1) Transportation Center | (7) Chamber of Commerce |
| (2) Public Works Center | (8) Williamsburg City Square |
| (3) Municipal Building | (9) Community Building |
| (4) Fire Station | (10) Library |
| (5) Post Office | (11) Library Plaza |
| (6) Parking Terrace | (12) Police Station |

FUTURE:

- (A) Emergency Operations Center / Fire Administration (completed 2010)
- (B) Municipal Building Expansion (completed 2011)
- (C) Municipal Building Parking Expansion (completed 2011)
- (D) Stryker Center (2013-14)
- (E) Stryker Courtyard (2013-14)
- (F) Police Expansion [Lower Level] (2015)
- (G) Future Development (20???)

Capital Improvements

City Council Goal: VII. Recreation and Culture

Category: Agencies/Interjurisdictional

Project Title: Facilities

Project Description: Williamsburg Library Renovations

Replace the existing chiller, which has reached the end of its service life. Estimated cost is \$140,000.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$140,000				\$140,000

Fiscal Impact: Improving HVAC control systems reduces energy costs \$2,000 per year.



City Council Goal: VI. Public Safety

Category: Agencies/Interjurisdictional

Project Title: Facilities

Project Description: Courthouse Maintenance Projects

The City of Williamsburg and James City County jointly own and operate the Williamsburg-James City County Courthouse as authorized by §17.1-281 of the Code of Virginia. Each locality has previously authorized the assessment of a courthouse maintenance fee of \$2 for each civil and criminal action and/or traffic case in the District or Circuit Courts for the City of Williamsburg and James City County.

The Clerk of the Circuit Court collects and remits fees monthly to the City's Department of Finance, acting as agent for the Courthouse Maintenance Fund. Funds are invested in the Commonwealth of Virginia's Local Government Investment Pool. Disbursements are approved by resolution of both the Williamsburg City Council and the James City County Board of Supervisors for capital projects deemed necessary to maintain the Courthouse.

For FY12 and beyond, the balance of the Fund is available for projects as they are identified and approved by the governing bodies.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$150,000					\$150,000

Fiscal Impact: Courthouse Maintenance projects are usually routine in nature, not requiring additional operating or maintenance costs beyond existing levels.

Capital Improvements

City Council Goal: IV. Neighborhoods and Housing
City Council Initiative: Blayton Elderly Housing Expansion

Category: Agencies/Interjurisdictional

Project Title: Affordable Housing Programs

Project Description: Blayton Building Property Senior Housing Initiative

Funding is proposed for a public/private joint venture with the Williamsburg Redevelopment and Housing Authority to build a new 92 unit multi-family neighborhood for seniors on the Blayton Building site (613 Scotland Street) in FY13. This proposed two phase project will provide more affordable housing units for low and moderate income seniors and redevelop the Blayton site into a community park with gardens, a pond feature, walking trails, landscaping and access to public transportation.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
	\$440,000				\$440,000

Fiscal Impact: Construction of new units will increase housing maintenance costs, but will be paid by the WRHA.



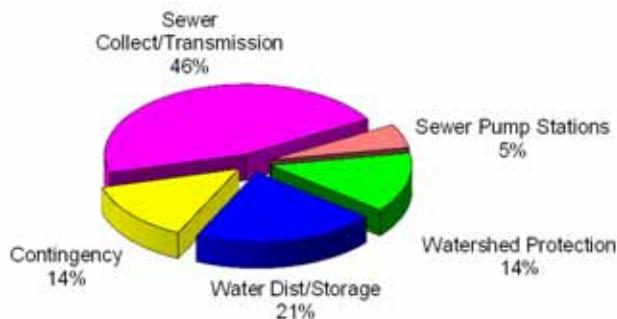
Capital Improvements

CITY OF WILLIAMSBURG

UTILITY FUND - FISCAL YEAR 2012

	ACTUAL FY 2010	ESTIMATED FY 2011	PROPOSED FY 2012
REVENUES:			
TRANSFER FROM RESERVES	<u>472,906</u>	<u>2,805,000</u>	<u>1,125,000</u>
TOTAL REVENUES	472,906	2,805,000	1,125,000
EXPENSES:			
WATER DISTRIBUTION / STORAGE	29,706	2,225,000	230,000
SEWER COLLECTION SYSTEM	344,497	350,000	500,000
SEWAGE PUMP STATIONS	1,056	55,000	60,000
CONTINGENCY	72,657	125,000	150,000
VEHICLES/EQUIPMENT	0	0	35,000
WATERSHED PROTECTION	<u>24,990</u>	<u>50,000</u>	<u>150,000</u>
TOTAL EXPENSES	472,906	2,805,000	1,125,000

Utility Fund
Capital Improvements FY 2012



CITY OF WILLIAMSBURG
UTILITY FUND - CAPITAL IMPROVEMENT PROGRAM SUMMARY
FISCAL YEARS 2012-2016

Project Title	CARRYOVER FROM FY 2011	PROPOSED BUDGET FY 2012	5 - YEAR CAPITAL IMPROVEMENT PROGRAM					5 - YEAR TOTAL
			FOR PLANNING PURPOSES ONLY					
			FY 2013	FY 2014	FY 2015	FY 2016		
PUBLIC UTILITIES								
Water Supply								
Watershed Protection/Water Quality	0	150,000	150,000	150,000	150,000	150,000	600,000	
Water Treatment Improvements	0	200,000	50,000	50,000	50,000	50,000	400,000	
Water Distribution/Storage								
Water System Improvements	0	30,000	120,000				130,000	280,000
.75 Million Gallon Storage Tank	400,000							0
Sewer Collection/Transmission System								
Sewer System Rehab - SSO	0	500,000	400,000	400,000	400,000	400,000	2,100,000	
Sewer Pump Station Reliability	0	60,000	55,000	100,000				215,000
Water/Sewer System Contingency								
Water/Sewer System - Contingency	0	150,000	150,000	150,000	150,000	125,000	725,000	
Vehicles/Equipment								
Equipment	0	35,000	255,000	30,000	130,000			450,000
Total Utility Fund Capital Improvements	<u>400,000</u>	<u>1,125,000</u>	<u>1,180,000</u>	<u>880,000</u>	<u>880,000</u>	<u>705,000</u>	<u>4,770,000</u>	

City Council Goal: IX. Environmental Sustainability

Category: Public Utilities

Department: Utility Fund

Project Title: Water Supply

Project Description: Watershed Protection/Water Quality

The City has been aggressive in purchasing watershed property for several decades to protect our drinking water source. The City now owns or has conservation easements on 57% of the watershed. Money is set aside each year in case property becomes available. Money is also set aside for other initiatives such as forestry management, security improvements to the Plant and watershed (signage, access control).

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$150,000	\$150,000	\$150,000	\$150,000		\$600,000

Fiscal Impact: While protecting the watershed around Waller Mill Reservoir will ensure a high quality water source, purchase or control of more property will result in a larger area to be managed. Additional operating costs would be between from \$1,000 to \$5,000 per year.

Capital Improvements

City Council Goal: IX. Environmental Sustainability
City Council Initiative: Drinking Water Safety

Category: Public Utilities

Department: Utility Fund

Project Title: Water Supply

Project Description: Water Treatment Improvements

Water treatment improvements include all facets of the Water Treatment Plant including raw water/finished water pumping, chemical applications, lab facilities, buildings/ structures, electrical improvements, piping projects, instrumentation and IT to name a few.

Improvements for FY12 include finalizing improvements to the chemical feed systems and replacement of raw water pumps in pump house #1. \$200,000 is budgeted for those improvements.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$200,000	\$50,000	\$50,000	\$50,000	\$50,000	\$400,000

Fiscal Impact: Electrical costs will increase marginally for both projects, approximately \$200 per year.

City Council Goal: IX. Environmental Sustainability

Category: Public Utilities

Department: Utility Fund

Project Title: Water Distribution/Storage

Project Description: Water System Improvements

Examples of water system improvements include:

- Upgrade line size on developer installed systems (e.g. contribution to 16" extension to Fairfield Timeshares on Mooretown Road).
- Small line replacement program to improve water pressure in specific areas (past projects Jefferson Avenue, Adams Street, Penniman Road, Tanyard Street, and Middletown Farms system).
- Master plan improvements – past projects include 12" water line extension to Strawberry Plains redevelopment project; 12" extension along Henry Street and Francis Street for improved flows to the CWF Lodge and Inn area; York Street extension for redevelopment project.
- Upgrades/replacements of pipelines in conjunction with road construction/reconstruction projects (e.g. Treyburn Drive, Richmond Road Reconstruction, Braxton Court).

\$30,000 is budgeted in FY12 for an upgraded water line on Prince George Street (Boundary St. to Armistead Ave.) in conjunction with redevelopment of Prince George Commons (Mama Mia's). The following projects are anticipated in the next 5 years:

Prince George St. water line upgrade (400')	FY12	\$ 30,000
Pocahontas St. water line upgrade (1600')	FY13	\$120,000
Mooretown Rd. water line extension (1700')	FY16	\$130,000

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$30,000	\$120,000			\$130,000	\$280,000

Fiscal Impact: Scheduled replacement of water system infrastructure should reduce operating costs, estimated at \$500 per year. Water extensions add piping to the water system with minor increases in operating and maintaining infrastructure.

Capital Improvements

City Council Goal: IX. Environmental Sustainability
City Council Initiative: Southeast Water Tank

Category: Public Utilities

Department: Utility Fund

Project Title: Water Distribution/Storage

Project Description: .75 Million Gallon Storage Tank

This project is for the construction of a .75 million gallon elevated water tank in conjunction with Riverside development in the Rte 199/Rte 60 quadrant of the City. Construction began in December, 2010 and is scheduled for completion in December, 2011.

The City is using the PPEA process for construction of the Tank. The developer is responsible for a capped amount which should cover a majority of the cost with the City providing money if costs exceed the cap. The PPEA Contract is for $\approx \$1,800,000$. The total project budget including design, utility costs, taxes and contingency is $\$2,100,000$. It is anticipated that $\$1,700,000$ will be spent in FY11 and $\$400,000$ will be carried over to FY12.

Another elevated tank will be considered in the long term for the Mooretown Road/Airport Road area outside of the 5 year horizon of the CIP.

Estimated Capital Budget:

Carryover	FY11	FY12	FY13	FY14	FY15	FY16	Total
	\$400,000						

Fiscal Impact: Additional storage tank will increase the operation and maintenance costs of the water system approximately $\$2,000$ per year, but will add system reliability.

City Council Goal: IX. Environmental Sustainability

City Council Initiative: Sewer System Overflow Prevention

Category: Public Utilities

Department: Utility Fund

Project Title: Sewer Collection/Transmission System

Project Description: Sewer System Rehab – SSO Program

All localities in the HRPDC region have been issued a consent order by the State Department of Environmental Services to virtually eliminate sanitary sewer overflows (SSOs). SSOs are primarily caused by rainwater inflow and infiltration (I&I) and blockages caused by grease and roots. The consent order sets goals, deliverables and timetables for upgrading the region's sanitary sewer systems. The State initiative is guided by the Federal Environmental Protection Agency.

The region, City included, will be spending unprecedented amounts of money to "tighten up" its sanitary sewer system in an effort to control SSOs. Much study effort will be expended prior to actual rehab/repair/replacement of the infrastructure. While the exact figures can not be determined until sewer line evaluation work is complete, the City is setting aside funding each year for the next 5 years. Some of the FY12 money (\$15,000) will be spent on sewer rehab on Prince George Street in conjunction with streetscape improvements anticipated with Prince George Commons (Mama Mia's) redevelopment.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$500,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,100,000

Fiscal Impact: These expenditures will be a major driver in increasing utility rates. In the long run, however, upgrading the sewer system will reduce O&M costs.

City Council Goal: IX. Environmental Sustainability

Category: Public Utilities

Department: Utility Fund

Project Title: Sewer Collection/Transmission System

Project Description: Sewer Pump Station Reliability/Improvements

There are 14 sewage pumping stations in the City. Because the City drains into shellfish waters, the stations are classified as Reliability Class I stations which provides for the strictest standards of reliability. For example, the stations are required to have emergency back up power or other means of operating the pumps in case of power failure. As part of the SSO consent order, a MOM (Management, Operation, Maintenance) report was developed for the sewer system which requires pump station improvements such as wet well cleaning of all stations. The following is a breakdown of the pump station improvements included in the CIP.

Station 13 – Stabilize area around station	FY12	\$ 60,000
Station 8 – install securing fencing	FY13	\$ 10,000
Station 14 –Rehab wet well	FY13	\$ 45,000
Station 5 – upgrade, contingent upon development	FY14	\$100,000

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$60,000	\$55,000	\$100,000			\$215,000

Fiscal Impact: There will be a minor fiscal impact of approximately \$500 per year as pump/motor sizes are increased. Energy consumption will also increase but will be buffered by better efficiency and less maintenance.

City Council Goal: IX. Environmental Sustainability

Category: Public Utilities

Department: Utility Fund

Project Title: Water/Sewer System Contingency

Project Description: Water/Sewer System Contingency

Water and sewer system contingency must be budgeted to cover unforeseen items on a yearly basis. The utility must have the money reserved in order to continue to operate on a continuous basis. Examples of water and sewer contingencies include:

- Emergencies - major pipeline failures, drought.
- Emergency sewer repairs/rehab.
- Water pump/motor burn out.
- Loss of power and emergency generator failure.
- Drought requiring public notification campaign to conserve water.
- Water/sewer line extensions at property owner request.
- Contributions to new pump stations installed by Development.
- Capital project contingency.

Estimated Capital Budget:

FY12	FY13	FY14	FY15	FY16	Total
\$150,000	\$150,000	\$150,000	\$150,000	\$125,000	\$725,000

Fiscal Impact: No impact.

CITY OF WILLIAMSBURG
Departmental Summary - By Fund

VEHICLE REPLACEMENT FIVE-YEAR PLAN

FUND	DEPARTMENT	FY2012	FY2013	FY2014	FY2015	FY2016
<u>SALES TAX</u>						
BUILDING INSPECTION		\$0	\$28,000	\$28,000	\$28,000	\$28,000
CITY MANAGER		\$0	\$0	\$0	\$0	\$28,000
FINANCE		\$0	\$0	\$28,000	\$28,000	\$0
FIRE		\$1,200,000	\$290,000	\$290,000	\$790,000	\$285,000
HUMAN SERVICES		\$0	\$35,000	\$0	\$0	\$0
PLANNING		\$0	\$0	\$30,000	\$0	\$0
POLICE		\$125,000	\$174,000	\$173,000	\$69,000	\$0
PUBLIC WORKS		\$195,000	\$430,000	\$340,000	\$140,000	\$0
RECREATION		\$35,000	\$0	\$35,000	\$0	\$0
SALES TAX TOTAL		\$1,555,000	\$957,000	\$924,000	\$1,055,000	\$341,000
<u>UTILITIES</u>						
PUBLIC UTILITIES		\$35,000	\$255,000	\$30,000	\$130,000	\$0
UTILITIES TOTAL		\$35,000	\$255,000	\$30,000	\$130,000	\$0
<u>GRAND TOTAL</u>		\$1,590,000	\$1,212,000	\$954,000	\$1,185,000	\$341,000

City of Williamsburg - Vehicle Replacement Five-Year Plan

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
BUILDING INSPECTION												
5606	2002	JEEP	SPORT UTILITY	No	Yes	19-408L	48,314	\$0	\$28,000	\$0	\$0	\$0
4129	2004	FORD	ESCAPE 4X4 SUV	Yes	Yes	14-765L	27,590	\$0	\$0	\$28,000	\$0	\$0
0	2007	FORD	ESCAPE 4X4 - HYBRID	Yes	Yes	129016L	28,364	\$0	\$0	\$0	\$28,000	\$0
6573	2008	FORD	ESCAPE 4X4 SUV Hyrid	Yes	No	114731L	20,398	\$0	\$0	\$0	\$0	\$28,000
TOTAL BUILDING INSPECTION								\$0	\$28,000	\$28,000	\$28,000	\$28,000

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
CITY MANAGER												
3321	2006	CHEVROLET	4 DOOR SEDAN	No	Yes	114-724L	24,726	\$0	\$0	\$0	\$0	\$28,000
TOTAL CITY MANAGER												
								\$0	\$0	\$0	\$0	\$28,000

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
FINANCE												
5972	2001	FORD	4 DOOR SEDAN	No	Yes	49-459L	52,213	\$0	\$0	\$28,000	\$0	\$0
0780	2005	CHEVROLET	IMPALA 4 DR SEDAN	No	Yes	24-292L	30,848	\$0	\$0	\$0	\$28,000	\$0
TOTAL FINANCE												
at 1-30-2011												
\$0												

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
FIRE												
8941	1949	MACK	FIRE TRUCK	No	No	16-977L	974	\$0	\$0	\$0	\$0	\$0
66	1988	HOMEMADE	BOAT TRAILER (ZODIAC)	No	No	84-728L		\$0	\$0	\$0	\$0	\$0
797B	1988	ZODIAC	INFLATABLE BOAT 13' 9"	No	No	n/a		\$0	\$0	\$0	\$0	\$0
8988	1988	SIMON-DUP	FIRE TRUCK	No	No	19-411L	68,502	\$0	\$0	\$0	\$0	\$0
A292	1992	ZODIAC	INFLATABLE BOAT 15'	No	No	Boat VA 2132 B		\$0	\$0	\$0	\$0	\$0
3045	1994	SUTPHEN	PLATFORM TRUCK	No	No	16-983L	42,875	\$1,200,000	\$0	\$0	\$0	\$0
3086	1995	SUTPHEN	SQUAD/PUMPER	No	No	24-322L	29,158	\$0	\$0	\$250,000	\$0	\$0
7423	1995	MILLER MOD.834	34' "SAFE HOUSE"	No	No	74-912L		\$0	\$0	\$0	\$0	\$0
8405	1998	HAULMARK	UTIL TRAILER	No	No	65-835L		\$0	\$0	\$0	\$0	\$0
0140	2000	PIERCE	FIRE TRUCK	No	No	40275L	41,381	\$0	\$0	\$0	\$750,000	\$0
2207	2003	INTERNATIONAL	AMBULANCE	No	No	111791L	76,916	\$0	\$250,000	\$0	\$0	\$0
5004	2004	CARGO	TRAILER	No	No	129018L		\$0	\$0	\$0	\$0	\$0
7761	2004	ACSI	DECONTAMINATION TRAI	No	No	84-725L		\$0	\$0	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
1409	2005	FORD	3/4 TON DIESEL 4X4 PICK	No	No	122-973L	43,212	\$0	\$0	\$40,000	\$0	\$0
2324	2005	FORD	EXPLORER 4x4	No	No	122-984L	34,251	\$0	\$40,000	\$0	\$0	\$0
3499	2006	HORTON	AMBULANCE	No	No	114726IL	70,108	\$0	\$0	\$0	\$0	\$250,000
5724	2006	FORD	F350 SUPERCAB	No	No	129-003L	28,306	\$0	\$0	\$0	\$0	\$35,000
8855	2006	CHEVROLET	TAHOE - SUV	No	No	123-000L	35,096	\$0	\$0	\$0	\$40,000	\$0
0700	2008	CHEVROLET	4 DOOR IMPALA	No	No	114733L	18,369	\$0	\$0	\$0	\$0	\$0
2410	2008	CHEVROLET	4 DOOR IMPALA	No	No	114734L	22,993	\$0	\$0	\$0	\$0	\$0
8061	2008	GMC	AMBULANCE	No	No	159651L	18,817	\$0	\$0	\$0	\$0	\$0
2256	2009	FORD	F-350 DIESEL 4x4 PU	No	No	129042L	6,959	\$0	\$0	\$0	\$0	\$0
6972	2011	FORD	PIERCE RESCUE	No	No	159653L	1,132	\$0	\$0	\$0	\$0	\$0
TOTAL FIRE								\$1,200,000	\$290,000	\$290,000	\$790,000	\$285,000

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
HUMAN SERVICES												
5558	2002	FORD	15 PASS VAN	No	Yes	16-984L	67,832	\$0	\$35,000	\$0	\$0	\$0
1666	2008	GMC	12 PASSENGER VAN	No	No	114735L	24,817	\$0	\$0	\$0	\$0	\$0
4069	2008	FORD	FUSION 4 DOOR	No	No	129031L	40,674	\$0	\$0	\$0	\$0	\$0
TOTAL HUMAN SERVICES								\$0	\$35,000	\$0	\$0	\$0
at 1-30-2011												

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
PLANNING												
3188	2005	DODGE	CARAVAN	No	Yes	16-998L	22,548	\$0	\$0	\$30,000	\$0	\$0
TOTAL PLANNING												
								\$0	\$0	\$30,000	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
POLICE												
							at 1-30-2011					
5565	1999	SCAT	UTIL TRL	No	No	26-950L		\$0	\$0	\$0	\$0	\$0
1017	2000	SCAT	RADAR TRAILER	No	No	26-950L		\$0	\$0	\$0	\$0	\$0
1450	2003	CHEVROLET	TRAIL BLAZER SUV	No	Yes	JGC9651	99,696	\$35,000	\$0	\$0	\$0	\$0
1571	2003	MERCURY	GRAND MARQUIS GS 4 D	No	Yes	JEP2515	88,762	\$30,000	\$0	\$0	\$0	\$0
8594	2003	JEEP	WRANGLER	No	Yes	84-729L	65,917	\$0	\$0	\$28,000	\$0	\$0
5075	2006	FORD	VAN (CARGO)	No	No	KBB2595	44,134	\$0	\$0	\$0	\$34,000	\$0
00250	2007	TOMBERLIN	LOW SPEED VEHICLE	Yes	No		2,363	\$0	\$0	\$0	\$0	\$0
0900	2007	HARLEY	FLPI-MOTORCYCLE	No	No	2199L		\$0	\$0	\$20,000	\$0	\$0
6715	2007	DODGE	4 DOOR CHARGER	No	Yes	KAV9509	56,956	\$30,000	\$0	\$0	\$0	\$0
6716	2007	DODGE	4D CHARGER	No	Yes	KEH7246	47,177	\$0	\$0	\$30,000	\$0	\$0
6717	2007	DODGE	4 DOOR CHARGER	No	Yes	KEV1699	82,763	\$30,000	\$0	\$0	\$0	\$0
0967	2008	CHEVROLET	IMPALA 4 DR SEDAN	No	No	XWR-8242	21,299	\$0	\$0	\$30,000	\$0	\$0
4791	2008	CHEVROLET	IMPALA 4 DR SEDAN	No	No	XXC-7142	19,243	\$0	\$0	\$30,000	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
7292	2008	DODGE	4 DOOR SEDAN (PATROL)	No	No	129033L	74,140	\$0	\$34,000	\$0	\$0	\$0
5123	2009	DODGE	4 DOOR SEDAN (PATROL)	No	No	114742L	18,327	\$0	\$0	\$0	\$35,000	\$0
5124	2009	DODGE	4 DOOR SEDAN (PATROL)	No	No	114741L	49,985	\$0	\$35,000	\$0	\$0	\$0
5125	2009	DODGE	4 DR CHARGER (PATROL)	No	No	129040L	51,771	\$0	\$35,000	\$0	\$0	\$0
5126	2009	DODGE	4 DOOR SEDAN (PATROL)	No	No	114743L	48,340	\$0	\$35,000	\$0	\$0	\$0
5127	2009	DODGE	4 DR CHARGER(PATROL)	No	No	129041I	38,087	\$0	\$35,000	\$0	\$0	\$0
6839	2010	FORD	CROWN VIC PATROL	No	No	114-749L	27,563	\$0	\$0	\$35,000	\$0	\$0
8852	2010	CHEVROLET	4WD FOUR DOOR SUV	No	No	XSL1671	8,192	\$0	\$0	\$0	\$0	\$0
TOTAL POLICE								\$125,000	\$174,000	\$173,000	\$69,000	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
PUBLIC UTILITIES												
							at 1-30-2011					
0537	1966	COX	BOAT TRAILER	No	No	16-978L		\$0	\$0	\$0	\$0	\$0
1382	1992	FORD	SEWER CLEANER	No	No	93-898L	31,851	\$0	\$0	\$30,000	\$0	\$0
A393	1993	Caroline Skiff	16'8 Lenth	No	No			\$0	\$0	\$0	\$0	\$0
5640	1994	WILLIAMS	UTIL TRAILER	No	No	24-294L		\$0	\$0	\$0	\$0	\$0
1593	1996	FORD	DUMP TRUCK	No	No	24-313L	36,934	\$0	\$75,000	\$0	\$0	\$0
3660	2001	GMC	3/4 TON PICKUP TRUCK	No	No	40-296L	96,983	\$35,000	\$0	\$0	\$0	\$0
9479	2001	GMC	1/2 TON 4X4 PICKUP	No	No	49-454L	59,103	\$0	\$30,000	\$0	\$0	\$0
4222	2002	Dodge	CARAVAN SE LWB	No	Yes	19-404L	65,999	\$0	\$35,000	\$0	\$0	\$0
7816	2002	DODGE	3/4 TON PICKUP	No	No	49-500L	79,817	\$0	\$35,000	\$0	\$0	\$0
0152	2003	VENTURE	BOAT TRAILER	No	No	84-730L		\$0	\$0	\$0	\$0	\$0
1549	2004	VACTOR	MODEL 2103 SEWER CLE	No	No	11-4704L	9,585	\$0	\$0	\$0	\$100,000	\$0
7493	2005	FORD	F350 3/4 TON UTILITY TR	No	No	122999L	36,877	\$0	\$40,000	\$0	\$0	\$0
9992	2005	GMC	SIERRA 3/4 TON UTILITY	No	No	122998L	66,841	\$0	\$40,000	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
8245	2006	FORD	VAN-CAMERA TRUCK	No	No	114-748L	19,480	\$0	\$0	\$0	\$0	\$0
0423	2007	GMC	PICKUP TRUCK	No	No	129017L	32,005	\$0	\$0	\$0	\$30,000	\$0
4708	2008	CASE	580L BACKHOE	No	No		1,188	\$0	\$0	\$0	\$0	\$0
9610	2011	YAMAHA	50HP OUTBOARD MOTOR	No	No	NA		\$0	\$0	\$0	\$0	
TOTAL PUBLIC UTILITIES								\$35,000	\$255,000	\$30,000	\$130,000	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
PUBLIC WORKS												
0111	0000		WATER TANK	No	No	NA		\$0	\$0	\$0	\$0	\$0
6040	1994	GMC	PICKUP TRUCK	No	No	16-997L	106,482	\$0	\$0	\$0	\$0	\$0
3055	1995	FORD	4 DOOR SEDAN	No	Yes	24-297L	92,284	\$0	\$0	\$0	\$0	\$0
1105	1996	GATOR	UTIL VEH	No	No			\$0	\$0	\$0	\$0	\$0
1592	1996	FORD	DUMP TRUCK	No	No	24-319L	44,245	\$0	\$75,000	\$0	\$0	\$0
7253	1996	FORD	BUCKET TRUCK	No	No	14-775L	67,597	\$80,000	\$0	\$0	\$0	\$0
2481	1997	GMC	PICKUP TRUCK	No	No	16-982L	126,077	\$30,000	\$0	\$0	\$0	\$0
0170	1999	MAULDIN	ROLLER	No	No			\$0	\$0	\$0	\$0	\$0
1117	1999	FORD	PICKUP TRUCK	No	No	19-409L	43,857	\$0	\$30,000	\$0	\$0	\$0
0002	2000	FORD	DUMP/PLOW/SPREADER	No	No	19-405L		\$0	\$75,000	\$0	\$0	\$0
3268	2000	FORD	FRONT END LOADER	No	No			\$50,000	\$0	\$0	\$0	\$0
5298	2000	HAULMARK	ENCLOSED UTILITY TRAI	No	No	40-280L		\$0	\$0	\$0	\$0	\$0
9827	2000	FORD	DUMP/PLOW/SPREADER	No	No	16-996L		\$0	\$75,000	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
9828	2000	FORD	DUMP/PLOW/SPREADER	No	No	16-994L		\$0	\$75,000	\$0	\$0	\$0
2476	2002	CASE	BACKHOE	No	No	n/a	2,476	\$0	\$0	\$70,000	\$0	\$0
5086	2002	BOBCAT	TRACK LOADER	No	No	n/a	1,450	\$0	\$0	\$60,000	\$0	\$0
7332	2002	DODGE	3/4 TON PICKUP TRUCK	No	No	19-403L	48,747	\$0	\$35,000	\$0	\$0	\$0
8281	2002	FORD	EXPLORER	No	Yes	49-458L	62,500	\$35,000	\$0	\$0	\$0	\$0
5293	2003	Mid Atlantic	UTIL TRAILER	No	No	26-938L		\$0	\$0	\$0	\$0	\$0
3664	2004	BRI-MAR	2 AXLE DUMP TRAILER	No	No	24-260L		\$0	\$0	\$0	\$0	\$0
5881	2004	ELGIN	WHIRLWIND STREET SW	No	No	19-412L	29,632	\$0	\$0	\$150,000	\$0	\$0
9590	2005	FORD	1/2 TON PICKUP	No	No	16-986L	73,599	\$0	\$35,000	\$0	\$0	\$0
0155	2006	HUDSON	UTIL TRAILER	No	No	129020L		\$0	\$0	\$0	\$0	\$0
0995	2006	GMC	PU TRUCK	No	No	114-721L	32,314	\$0	\$30,000	\$0	\$0	\$0
1608	2006	FORD	DUMP TRUCK	No	No	129025L	15,871	\$0	\$0	\$0	\$70,000	\$0
1827	2006	CARRYON	CARRY ON TRL	No	No	129008L		\$0	\$0	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
4706	2006	CURRAHEE	UTIL TRL	No	No	129006L		\$0	\$0	\$0	\$0	\$0
9142	2006	GMC	PU TRUCK C2500	No	No	114-722L	25,633	\$0	\$0	\$30,000	\$0	\$0
9151	2006	GMC	PU TRUCK SIERRA	No	No	114-723L	33,895	\$0	\$0	\$30,000	\$0	\$0
0869	2007	FORD	EXPLORER 4 x 4	No	No	114729L	25,028	\$0	\$0	\$0	\$35,000	\$0
2835	2008	FORD	3/4 TON PICKUP	No	No	114740L	14,576	\$0	\$0	\$0	\$35,000	\$0
4698	2008	CASE	580L BACKHOE	No	No		1,366	\$0	\$0	\$0	\$0	\$0
8498	2008	INTERNATIONAL	DUMP TRUCK	No	No	114732L	3,777	\$0	\$0	\$0	\$0	\$0
0931	2009	FORD	F-250 GAS 4X2 PU	No	No	129043L	17,367	\$0	\$0	\$0	\$0	\$0
TOTAL PUBLIC WORKS								\$195,000	\$430,000	\$340,000	\$140,000	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential-Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
RECREATION												
5169	1994	TRITON	UTIL TRAILER	No	No	19-406L		\$0	\$0	\$0	\$0	\$0
3661	2002	DODGE	1/2 TON 2X4 PICKUP	No	No	19-401L	81,461	\$35,000	\$0	\$0	\$0	\$0
2171	2006	CHEVROLET	PU CREW CAB	No	No	129-004L	43,193	\$0	\$0	\$35,000	\$0	\$0
TOTAL RECREATION								\$35,000	\$0	\$35,000	\$0	\$0



CITY OF WILLIAMSBURG

MEMORANDUM

TO: **Mayor and City Council
Planning Commission**

DATE: **January 12, 2011**

SUBJECT: Capital Improvements for FY11 - Status of Current Projects

The following list details the status of capital improvement projects in FY11 (this budget year). Allocated costs listed are for FY10 in the current Capital Improvement Plan

PUBLIC WORKS

Street Construction

1. Repaving Program - \$300,000 allocated. In August 2010 City Council awarded a contract in the amount of \$583,080 for repaving primary roads using mostly ARRA (Stimulus) funds. The remainder of \$300,000 budgeted in the CIP for FY11 is available for the paving of subdivision streets.

Underground Wiring/Corridor Enhancement

2. Ironbound Road Underground Wiring – JCC Project - \$300,000 allocated. VDOT is widening Ironbound Road from Monticello Avenue to the Longhill Connector. As a part of the project, overhead wires will be placed underground. The City has agreed to pay for one-half of the underground costs for the small section that is in the City, just south of the Longhill Connector. Construction has started, and completion is expected in 2011.

Pedestrian and Bicycle Improvements

3. Sidewalk Construction Projects - \$550,000 allocated. VDOT Revenue Sharing Funds (50% match) have been approved for five sidewalk projects: Richmond Road from the proposed College development to the Presbyterian Church and from College Corner to Armistead Avenue (brick sidewalks), north side of Rt. 199 from Jamestown Road to Exmore Court (Holly Hills Carriage Homes), South Henry Street from DeWitt Wallace Museum to Court Street, South Boundary Street west side from Jamestown Road to Grigsby Street, and Nassau Street from Court Street to Francis Street. Plans have been prepared for these projects, and completion is expected by July 2011.

PUBLIC SAFETY

Facilities

4. E-911 Regional Center Expansion - \$45,000 allocated. This project will combine the City's E-911 Center with York County, and was approved by City Council in February 2009. This project was fully implemented in July 2009. \$45,000 is required annually to cover debt service on the building expansion.

GENERAL GOVERNMENT

Facilities

5. Municipal Facilities Renewal and Expansion - \$2,470,000 FY10 carryover. This project will renovate and expand the Municipal Building at 401 Lafayette Street, to serve both existing and future administrative needs. A two-story addition has been constructed on the west side of the current building, combined with rehabilitation and geo-thermal energy retrofit of the existing building. The contract was awarded to David A. Nice Builders, Inc. in November 2009 in the amount of \$4,766,000, over \$1 million below the budget estimate. The project will be completed by June 2011.

AGENCIES/INTERJURISDICTIONAL

Facilities

6. Courthouse Maintenance Projects - \$150,000 allocated. The Clerk of the Circuit Court collects and remits a courthouse maintenance fee of \$2 for each civil and criminal action and/or traffic case in the District or Circuit Courts for Williamsburg and James City County. For FY11 and beyond, the balance of the Fund is available for projects approved by the governing bodies. No expenditures are anticipated for FY11.
7. Schools - Renovation Projects - \$2,126,732 allocated, including carryover. City contribution to various capital expenditures of the Williamsburg/James City County school system totaled \$512,994 through November 2010 in FY11.



Reed T. Nester, AICP
Planning Director



CITY OF WILLIAMSBURG

MEMORANDUM

TO: Jackson C. Tuttle, City Manager

DATE: February 16, 2011

SUBJECT: Capital Improvement Program

The Williamsburg Planning Commission has finished its review of the proposed Five Year Capital Improvement Program. The Commission held a public hearing on January 19 and a work session on January 27. Following its discussions on the CIP, the consensus of the Commission is:

- Because of the importance of pedestrian circulation, funds should be allocated in the Capital Improvement Program to provide pedestrian improvements in the downtown area and in the adjacent residential neighborhoods on both sides of the Historic Area, as well as in the proposed Arts District and Northeast Triangle areas. The projects should serve both visitors and neighborhoods, and their selection should be based on identified needs.
- The Commission recommends that the proposed allocation for pedestrian facility improvements be increased from \$50,000 per year to \$100,000 per year, for a five year total of \$500,000.
- The Commission recommends the following pedestrian facility improvements as the top priority, with a total estimated cost of \$109,300:
 - New sidewalk (900') on York Street from Pocahontas Street to the CWF pasture (currently a gravel path) [\$34,000]
 - Sidewalk and fence improvements on Scotland and Prince George Streets (on either side of Tribe Square) as recommended by the Beautification Advisory Committee [\$53,300]
 - New sidewalk (260') on Ironbound Road between Middle Street and the old Fire Station (one of City Council's Goals, Initiatives and Outcomes for the 2011-2012 Biennium) [\$22,000]
- The Commission also recommends that the sidewalk on Richmond Road between Patriot Lane and Waltz Farm Drive should have a lower priority due to the cost/benefit ratio of the project (\$250,000 estimated cost), even though it is listed as one of the City Council's Goals, Initiatives and Outcomes for the 2011-2012 Biennium.

The Commission looks forward to continuing its partnership with you and your staff in developing and implementing the City's Capital Improvement Program.

Elaine McBeth, Chair
Williamsburg Planning Commission

Capital Improvements

CITY OF WILLIAMSBURG

GENERAL FUND - OPERATING IMPACT OF CAPITAL PROJECTS - FISCAL YEAR 2012

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	YEAR
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PUBLIC WORKS

Street Construction

Traffic Signal Improvements
Ironbound Rd.-Longhill Conn. to Richmond Rd.
CSX/Henry Street Crossing
Repaving Program
Prince George Street Reconstruction

	\$0	\$0	\$0	\$0	\$0
				\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000

Corridor Enhancement / Underground Wiring

Guardrail Improvement Program
Regional Corridor Improvement Program
Page Street (U.W.)
South Henry Street (U.W.)

	\$0	\$0	\$0	\$0	\$0
\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
\$0	\$0	\$0	\$0	\$0	\$0
			\$0	\$0	\$0

Pedestrian and Bicycle Improvements

Pedestrian Facility Improvements
Bicycle Facility Improvements

\$1,000		\$1,000	\$1,000	\$1,000	\$4,000
	\$500	\$500	\$500	\$500	\$2,000

Stormwater Management

Stormwater Management Projects
Total Public Works

\$0	\$0	\$0	\$0		\$0
\$5,000	\$4,500	\$5,500	\$5,500	\$5,500	\$26,000

RECREATION AND OPEN SPACE

Facilities

Quarterpath Park Improvements
Kiwanis Park Improvements
Waller Mill Park Improvements
Total Recreation and Open Space

-\$500	-\$500	-\$500	-\$500	-\$500	-\$2,500
	\$0				\$0
\$0		\$0	\$0	\$0	\$0
-\$500	-\$500	-\$500	-\$500	-\$500	-\$2,500

PUBLIC SAFETY

Facilities

E-911 Regional Center - Expansion **

\$0	\$0	\$0	\$0	\$0	\$0
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Equipment

Life Pack Monitor Replacement
Mobile Data Terminals
Total Public Safety

	-\$3,000	-\$3,000	-\$3,000	-\$3,000	-\$12,000
	\$16,840	\$16,840	\$16,840	\$16,840	\$67,360
\$0	\$13,840	\$13,840	\$13,840	\$13,840	\$55,360

GENERAL GOVERNMENT

Vehicles

Vehicle Replacement Plan
Capital Projects - Contingency
Total General Government

\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0

AGENCIES / INTERJURISDICTIONAL

Facilities

Williamsburg Library Renovations
Courthouse Mtce. Projects (contingency)

	-\$2,000	-\$2,000	-\$2,000	-\$2,000	-\$8,000
\$0	\$0	\$0	\$0	\$0	\$0

Housing Programs

Affordable Housing Initiative

	\$0	\$0	\$0	\$0	\$0
--	-----	-----	-----	-----	-----

Schools - Contribution

Renovation Projects
Total Agencies / Jurisdictional

\$0	\$0	\$0	\$0	\$0	\$0
\$0	-\$2,000	-\$2,000	-\$2,000	-\$2,000	-\$8,000

Total Additional Operational Costs

\$4,500	\$15,840	\$16,840	\$16,840	\$16,840	\$70,860
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* Estimated impact on operating costs are assumed to begin in project year, and continue thereafter.

** E-911 service consolidation with neighboring York County in 2009 results in General Fund operational savings of approximately \$150,000 to \$200,000 per year, net of capital contributions in five-year CIP


Capital Improvements
CITY OF WILLIAMSBURG
UTILITY FUND - OPERATING IMPACT OF CAPITAL PROJECTS - FISCAL YEAR 2012

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	TOTAL
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PUBLIC UTILITIES
Water Supply

 Watershed Protection/Water Supply
 Water Treatment Improvements

\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
\$200	\$200	\$200	\$200	\$200	\$1,000

Water Distribution/Storage

 Water System Improvements
 .75 Million Gallon Storage Tank

-\$500	-\$500	-\$500	-\$500	-\$500	-\$2,500
\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000

Sewer Collection/Transmission System

 Sewer System Rehab - SSO
 Sewer Pump Station Reliability

-\$1,500	-\$1,500	-\$1,500	-\$1,500	-\$1,500	-\$7,500
\$500	\$500	\$500	\$500	\$500	\$2,500

Water/Sewer System Contingency

Contingency

\$0	\$0	\$0	\$0	\$0	\$0
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Vehicles/Equipment

Equipment (replacement)

\$0	\$0	\$0	\$0	\$0	\$0
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Total Additional Operational Costs

\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$16,000
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* Estimated impact on operating costs are assumed to begin in project year, and continue thereafter.



City of Williamsburg Fiscal Year 2012 Proposed Budget

INTRODUCTION

This Guide is designed to assist those responsible for preparing the Annual Operating Budget and the Five Year Capital Improvement Program of the City of Williamsburg. The budget process defines, communicates, and funds the city's programs and priorities. The completed budget is City Council's financial road map, and a primary management tool for the City Manager and Department Heads. To that end, it must be a quality document, and our best efforts should be expended in its preparation.

The Budget Guide is a formal call for all departments of the city, and agencies associated with the city, to prepare and submit an estimate of the resources required for the next fiscal year. It includes a set of procedures for building a comprehensive budget to be submitted to City Council in March each year. It also serves as a mid year review to identify adjustments necessary to the current year budget.

AUTHORITY

The Charter and Code of Ordinances of the City of Williamsburg, and the Code of Virginia, prescribe budgetary responsibility and process. Budgetary accounts are maintained according to the Uniform Financial Reporting Manual for Virginia Counties and Municipalities, as prescribed by the Auditor of Public Accounts, Commonwealth of Virginia. This guide consolidates pertinent budgetary information as concisely as possible, providing a reference for making sound, informed, consistent budget decisions.

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BUDGET CALENDARSeptember 2010

- 15 Goals & Initiatives Community Workshop – Community Building

October 2010

- 2 City Manager budget outlook presentation to Neighborhood Council of Williamsburg.
- 11 City Council Work Session – review draft of Biennial Goals, Initiatives and Outcomes for 2011/2012.

November 2010

- 11 Adoption of Biennial Goals, Initiatives and Outcomes for FY2011/2012 by City Council.
- 30 Finance department sends letters to outside agencies advising of budget submittal requirements and deadlines.

December 2010

- 10 City Manager and Finance Director distribute budget guidance and capital improvement planning instructions to operating departments.

January 2011

- 10 Begin series of meetings between City Manager and City employees in small groups to discuss budget issues.
- 10 Finance department distributes FY2012 Budget Worksheets to Department Heads and Constitutional Officers.
- 14 Planning Director prepares a status report on the FY 2011 CIP, focused on major capital items, and provide to Planning Commission and City Council.
- 19 Planning Commission public hearing on capital improvement program.
- 21 Deadline for receipt of all Outside Agency budget requests for FY 2012 funding.
- 22 City Council Retreat to preview budget outlook.
- 24 Departmental and Constitutional Officer operating budgets due to Finance Department. Finance begins compilation and review of budgets, and completes revenue projections for FY 2012.
- 24 City Manager and Finance Director begin meetings with Department Heads on budget submittals as necessary.

February 2011

- 16 Planning Commission provides input to City Manager and City Council for update of the Five Year Capital Improvement Program.

March 2011

- 4 Proposed budgets submitted by School Division and Library.
- 5 Advertise proposed property tax increase (if applicable-30 day minimum notice requirement Va Code §58.1-3321).
- 18 Proposed Operating and Capital Improvement Budgets delivered to Council.
- 21-22 City Council Work Sessions--Review of Outside Agency Requests.
- 24 Send Budget advertisement to local newspaper for publication.
- 26 Advertise Proposed Budget for public hearing.

April 2011

- 2 City Manager budget report to Neighborhood Council of Williamsburg.
- 14 City Council Public Hearing on Proposed Budget, Tax Levy, and Water Rate increase if applicable.
- 18-20 Council Work Sessions (as necessary) to finalize budget. City Manager and Finance staff prepare final budget for adoption.
- 25 Supervisors and Department Heads submit annual employee performance evaluations for input into Merit Pay Plan.

May 2011

- 12 Council Adopts FY 2012 Operating, Capital, and Public Assistance Fund Budgets with Budget Resolution.
- Council Sets Tax Rate.

July 2011

- 1 Begin Fiscal Year 2012.

INSTRUCTIONS**General**

In early January, Finance staff will provide spreadsheets to departments with operating activity for each departmental line item:

- A. Prior year's expenditures for last two fiscal years.
- B. Current year budget.
- C. Current year expenditures through December 31st.
- D. A column for estimating current fiscal year total expenditures through June 30th.
- E. A column for next fiscal year's line-item budget estimates.

Each department head should complete items D and E. The current year estimate is both the basis for recommending amendments to the current year budget, and for determining next year's amount for consideration by City Council.

Recommendations on personnel expenditures (addition/deletion of positions, etc.) should be submitted in memo form. Payroll and fringe benefits line items on the printout should be left blank. Finance will calculate and enter these line items.

Reminders for Preparers of Budget Requests

1. Analyze each line item separately. Compare historical data, current year budget, and estimated spending levels for the current year to assist with your request.
2. Round all figures to the nearest \$10.00 (i.e., \$32 to \$30 and \$85 to \$90).
3. Verify all object codes, amounts, and totals.
4. Meet all Budget Calendar deadline dates. Preparers should highlight key dates and actions.
5. Keep backup materials used in computing your budget request. These will be used both in explaining budget recommendations and administering the budget.
6. This is your operating budget. You are responsible for closely monitoring expenditures and encumbrances against the budget monthly. Written requests for Budget Account Transfers or Supplemental Appropriations must be submitted on forms provided and approved prior to obligating spending over the adopted budget.

CAPITAL IMPROVEMENT PROGRAM INSTRUCTIONS

Definition of a Capital Project

The Capital Improvements Program (CIP) identifies, schedules and budgets capital projects. A capital project is a major expenditure which adds to the net assets of the City. Capital projects fall within one or more of the following categories:

1. Land acquisition or long-term lease.
2. Construction of buildings, public facilities, and infrastructure, generally exceeding \$20,000.
3. Acquisition or improvement of property, generally exceeding **\$20,000**.
4. Major additions or rehabilitation to public facilities, generally exceeding **\$20,000**.
5. Major studies such as engineering, feasibility, etc., related to public facilities.
6. Vehicles and equipment, generally exceeding \$10,000.

Some examples of capital projects are: street construction, sewer lines, parks, sidewalks, storm drains, water lines, building construction or major renovation, fire trucks, and police cars.

Engineering or planning studies, which are directly linked to a specific capital project, are part of the cost of that project. Such engineering studies should be included in the project description of which they are a part. Other studies and plans, which constitute a major expense of a non-recurring nature, are included in the CIP even if they are not assets in the sense of a building.

Relation Between the Capital Budget and the Capital Improvement Program

The Five Year Capital Improvement Program is presented annually to the City Council. The first year of the Capital Improvement Program is a capital budget and contains the list of projects for implementation during the coming fiscal year. The CIP is updated annually as new needs become known and as priorities change. It is possible that a project with low priority can remain in the CIP program longer than five years as more important projects appear and move ahead of it. Conversely, a project may be implemented sooner than originally planned due to changing priorities.

Project Review

All requests for capital projects and input on priorities will be evaluated by the City Manager and Finance Director before being submitted to City Council.

The Planning Commission will receive the proposed Capital Improvements Program when it is distributed to City Council. The Commission will be invited to advise Council on the consistency of the CIP with the Comprehensive Plan of the City.

Capital Project Form

Capital Improvement Program projects will be submitted on forms provided by the City Manager. The following is a non-inclusive list of project categories:

Streets and Traffic	Stormwater Management
Solid Waste Management	Park Development
Building Improvement	Water and Wastewater Improvements
Economic Development	Field Equipment
Parking Facilities	Planning/Feasibility Studies
Property Acquisition	Vehicles

Five Year Vehicle Replacement Plan

All vehicles owned by the city are listed on a replacement plan. The plan is based on a five-year projection. It is updated annually with the rest of the CIP.

Annual Update

Each year departments submit an update to the CIP as the first step in budget formulation.

Updates include:

1. Submission of the current year Capital Project Form with either:
 - a. pen and ink annotation to update the form for the next five year period, or
 - b. staple a revised form if changes are too many for pen and ink update.
2. Submission of a statement for each current year project of work accomplished at the six month point, and the accomplishments expected by the twelve month point.
3. Submission of a revised Capital Improvement Summary for that portion of the CIP assigned to the originator's department.

The second step requires department heads to a status report by July 31st each year of all projects funded during the prior fiscal year ended June 30th. This information will be provided to the Finance Department to determine the balance of capital projects funds needed to carry forward to the next fiscal year for project completion.

BIENNIAL GOAL SETTING

The City of Williamsburg recognizes the importance of setting specific goals. Goals provide both means of sorting out priorities, and a standard against which to measure effectiveness. More than any other determinant, stated goals drive the budget. Goal setting is an integral part of the budget process.

To advance the City's vision, every two years the City Council identifies new strategic objectives for city government. Biennial Goals, Initiatives, and Outcomes (GIO's) provide an expression of city priorities, as specific and measurable as possible, covering a two year period. GIO's provide a coordinated expression of City Council's direction for change and focus in the near future.

Two or three new or incumbent council members are elected in May of even numbered years. The newly elected Council members then have several months to become familiar with the workings of city government before the Council attempts to chart the City's course. This is done through a methodical goal setting process in the Fall of even numbered years. The City Council's adopted goals then become a guide for the two succeeding budgets. In this way, a Council spends the first six months after the election deciding what it wants to accomplish, and the remaining eighteen months before the next election concentrating on implementing its goals.

During the midterm, or odd numbered years, the Council monitors progress towards achieving its goals. A mid-biennium status report is prepared by staff, and includes desired outcomes and observed results. But the formal goal setting process takes place only every two years.

In order to be fully useful, goals statements should have the following characteristics:

- Goals should be as specific as possible.
- Goals achievement should be measurable.
- Goals should be short-range-one or two years. (Longer range goals should be expressed in terms of what intermediate goals or objectives must be undertaken now to achieve the ultimate goal.)
- Goals should be developed by exception. The continuation of existing policies and practices of city government should not be listed as goals, however important they may be. Only new or altered policies or practices should be listed.
- Goals should be followed by an implementation strategy provided in operating and capital budgets.
- The cost of achieving a goal should be counted in terms of time, money, and commitment, realizing each goal actively pursued takes away resources that could be applied to other activities.
- Goals should be limited to those which city government has the power to achieve. While it may be well to state goals which are primarily the responsibility of others, it should be recognized that while the City has considerable influence, it does not have substantial control over goals such as these.

The calendar below outlines City Council's Goals, Initiatives, and Outcomes process. The City Council's two- year election cycle fits well with this biennial goal setting cycle.

CALENDAR (even number years only)

- | | |
|-----------|--|
| May | Council Election |
| July 1 | New Council members take office. |
| July-Aug. | City Manager provides status report on accomplishment of stated goals. Council holds retreat to evaluate goal accomplishment and discuss future priorities. |
| September | Council offers public comment opportunities to hear citizens' ideas and suggestions on goals. |
| October | City Manager presents a draft Goals Statement based on the outcome of the retreat and public comment for Council consideration. Council has workshop sessions as necessary, and adopts a statement of goals. |
| November | City Staff begins work on operating and capital budgets for coming fiscal year reflecting priorities in the statement of goals. |

BUDGETARY ACCOUNTS

Budgetary Accounts and Responsibility

The City of Williamsburg operates its budgetary system on a fund accounting basis.

The funds used by the City of Williamsburg are Governmental and Proprietary. The Governmental Funds consist of the General Fund (01) and the Capital Improvement Program (Sales Tax 04). These funds are combined in the City's Comprehensive Annual Financial Report (CAFR), but for budgeting purposes, are kept separate due to the operating and capital differences. The Proprietary Fund is an Enterprise Fund (10) which accounts for the city water and wastewater as the Utility Fund.

The General Fund is used to account for all financial resources except those required to be accounted for in one of the other funds. The General Fund encompasses all city departments, except utilities, and also includes entities funded through city government such as constitutional officers, detention, schools, library, and outside agencies.

Capital Improvements Program is used to account for major capital outlay items. Historically, the city has used the State's 1% sales tax revenue to fund capital projects.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business. The intent of these operations is that the cost of providing continued services to the public be financed primarily from user charges and fees.

Expenditures of the City of Williamsburg are classified by fund, and within each fund by department. Expenditures are classified by object (line item) within each department.

Departmental Codes and Responsibility, lists the individual responsible for submitting and managing each departmental budget. In the case of outside agencies, Appendix A lists the city employee responsible for overseeing agency funding.

Revenue Sources and Trends, documents all existing and potential sources of revenue received by the City of Williamsburg to finance its operations each year. It contains a thorough description of each revenue source, trends, and other pertinent information that should help the reader gain an understanding of the basis of each of these sources.

Expenditure Classifications, provides an explanation of each line item to help in properly and consistently classifying expenditures.

DEPARTMENT CODES AND RESPONSIBILITY

<u>Fund Number</u>	<u>Dept. Number</u>	<u>Department</u>	<u>Responsibility</u>
General Fund:			
01	1101	Legislative	Jackson C. Tuttle
01	1102	Clerk of Council	Donna Scott
01	1201	City Manager	Jackson C. Tuttle
01	1203	Economic Development	Michelle Dewitt
01	1204	City Attorney	Christina Shelton
01	1209	Commissioner of the Revenue	Judy Fuqua
01	1210	City Assessor	John Mattson
01	1213	Treasurer	Ann Davis
01	1214	Finance	Philip Serra
01	1221	City Shop	Daniel Clayton
01	1301	Electoral Board	Winifred Sowder
01	1302	Registrar	Winifred Sowder
01	2100	Joint Activities	Philip Serra
01	3101	Police	David C. Sloggie
01	3102	E-911	David C. Sloggie
01	3103	Parking Facility	David C. Sloggie
01	3201	Fire	William Patrick Dent
01	3301	Regional Jail	John Kuplinski
01	3303	Middle Pen. Juv. Det. Center	Michael Sawyer
01	3401	Codes Compliance	Stanley Skinner
01	3501	Animal Control	Daniel Clayton
01	3503	Medical Examiner	William Patrick Dent
01	3505	Emergency Management	William Patrick Dent
01	4101	Engineering	Daniel Clayton
01	4102	Streets	Daniel Clayton
01	4203	Refuse Collection	Daniel Clayton
01	4305	Municipal Complex	Daniel Clayton
01	4306	Rental Properties	Daniel Clayton
01	4307	New Municipal Building	Daniel Clayton
01	4308	Information Technology	Mark Barham
01	4309	Landscaping	Daniel Clayton
01	5101	Health Department	Philip Serra
01	5103	Mosquito Control	Daniel Clayton
01	5302	Public Assistance	Peter Walentisch
01	5305	Public Assist.-Transportation	Peter Walentisch
01	6101	School Board	Philip Serra
01	6103	Joint School Contributions	Philip Serra
01	7101	Recreation Administration	Lori Rierson
01	7102	Waller Mill Park	Lori Rierson
01	7104	Recreation Programs	Lori Rierson
01	7108	Cemetery	Daniel Clayton
01	7302	Library - Contributions	Philip Serra
01	8101	Planning	Reed Nester
01	8102	Contrib. to Other Agencies	Philip Serra
01	8202	Soil & Water Conservation	Daniel Clayton

<u>Fund Number</u>	<u>Dept. Number</u>	<u>Department</u>	<u>Responsibility</u>
Sales Tax Fund:			
04	0001	Capital Improvements Projects	Jackson C. Tuttle
Utility Fund:			
10	1900	Administration	Daniel Clayton
10	1910	Filter Plant	Daniel Clayton
10	1920	Water System	Daniel Clayton
10	1940	Sewage System	Daniel Clayton
10	1970	Debt Service	Daniel Clayton
10	1985	Purchased Services	Daniel Clayton
10	1990	Reserve-Utility CIP	Daniel Clayton

REVENUE SOURCES AND TRENDS

GENERAL PROPERTY TAXES

General Property Taxes account for approximately 40% of the City's general fund operating revenues. These taxes are derived from annual assessment of real estate and tangible personal property located in the City. The City Assessor appraises real estate property annually. This category includes property tax collections for current and delinquent years. Also included in this category are collections for Public Service Corporations, property appraised by the State Corporation Commission, and cover real, personal property, and machinery & tools. Revenues received for property tax on mobile homes, boats, and motorcycles are also included in this revenue category.

Real Property Taxes

By state law, all real property taxes must be assessed each year at 100% of fair market value. The assessments are made on a fiscal year basis and must be complete and mailed to property owners by June 30th for the next fiscal year. Taxes are then due on Dec 1, and June 1 of that fiscal year. The current tax rate is *\$.54 per \$100 of assessed value*. The City's real estate tax rate history is shown in the following tabulation:

Real Estate Property Tax Rates (per \$100 assessed valuation)	
Fiscal Year 1987	\$.52
Fiscal Year 1988	.51
Fiscal Year 1989	.50
Fiscal Year 1990	.52
Fiscal Years 1991-2011	.54

Real property taxes generated by other selected Virginia localities for the fiscal year ended June 30, 2009 are as follows¹:

Locality	Tax Rate / \$100	Real Property Tax Revenues FY 2009	% Change Over FY 2008	% of Total Local Revenues	Tax Rate vs. Wmsbg.	Per Capita Revenue
James City County	\$.77	\$85,326,956	3.0%	57.6%	+43%	\$1,340
York County	\$.66	\$58,955,716	6.0%	47.3%	+22%	\$894
Winchester	\$.68	\$23,547,950	2.2%	35.9%	+26%	\$893
Hampton	\$1.06	\$121,510,087	1.8%	42.8%	+96%	\$839
Newport News	\$1.30	\$167,606,717	7.6%	41.9%	+122%	\$918
Williamsburg	\$.54	\$10,136,979	4.1%	30.0%	--	\$747

¹ Commonwealth of Virginia – 2009 Comparative Report of Local Government Revenues and Expenditures

Real property tax revenues received during the past ten fiscal years are shown below²:

Fiscal Year	Real Property Tax Revenue	% Change
2001	4,681,313	2.86%
2002	4,962,549	6.01%
2003	5,523,130	11.30%
2004	6,158,084	11.50%
2005	6,526,520	5.98%
2006	7,333,851	12.37%
2007	8,476,536	15.58%
2008	9,737,885	14.88%
2009	10,136,979	4.10%
2010	10,178,109	.41%

Real estate taxes are generated based on the annually reassessed value of property. Taxable real estate property values for the last ten fiscal years are as follows:

Fiscal Year	Taxable Real Estate Property Values	% Change
2001	863,961,268	5.90%
2002	908,631,326	5.17%
2003	995,635,300	9.58%
2004	1,117,426,100	12.23%
2005	1,202,692,600	7.63%
2006	1,338,705,000	11.31%
2007	1,547,651,600	15.61%
2008	1,803,239,200	16.51%
2009	1,895,456,000	5.11%
2010	1,916,297,900	??%

For each 1¢ of the City's tax rate, approximately \$191,630 is generated annually, based on the fiscal year 2010 land book values. New construction each year tends to skew increases in total property valuations shown above from year to year.

² City of Williamsburg's Comprehensive Annual Financial Reports-amounts include prior years' delinquent real estate tax receipts.

Personal Property Taxes

Tangible personal property is classified into two categories for valuation purposes, personal and business property. Cars, trucks, boats, trailers, etc., comprise personal property, and furniture, fixtures, and machinery account for business property. Property is assessed each January 1st, and taxes are due on December 1st, of the same year. The rate of assessment for motor vehicles is determined by the NADA or "Blue Book" average loan value. Furniture, machinery, etc., is assessed at 30% of original cost. The City does not prorate for partial year occupancy. The tax rate is \$3.50/\$100 of assessed value. Personal property taxes generated by select Virginia localities for the fiscal year ended June 30, 2009 are as follows³:

Locality	Tax Rate / \$100	Personal Property Tax Revenues*	% Change Over FY 2008	% of Total Local Revenues	Per Capita Revenue
James City County	\$4.00	\$19,639,555	-5.8%	13.2%	\$308
York County	\$4.00	\$15,137,917	.3%	12.2%	\$229
Winchester	\$4.50	\$9,449,827	.6%	14.4%	\$358
Hampton	\$4.25	\$22,243,754	-4.9%	7.8%	\$154
Newport News	\$4.25	\$51,525,995	2.7%	12.9%	\$282
Williamsburg	\$3.50	\$1,943,582	10.0%	5.8%	\$143

*Includes Machinery & Tools and excludes State reimbursement for Personal Property Tax Relief Act.

Personal Property tax revenues received during the past ten fiscal years are shown below⁴:

Fiscal Year	Personal	Business*	Total Amount	% Change
2001	917,722	1,207,908	2,125,630	8.9%
2002	1,002,744	1,246,548	2,249,292	5.8%
2003	1,019,000	1,279,076	2,298,076	2.2%
2004	1,076,523	1,254,363	2,330,886	1.4%
2005	1,056,463	1,259,291	2,315,754	(.6%)
2006	1,229,677	1,143,727	2,373,404	2.5%
2007	1,292,157	1,130,964	2,423,121	2.1%
2008	1,326,707	1,210,744	2,537,451	4.7%
2009	1,409,945	1,307,209	2,717,154	7.1%
2010	1,315,193	1,276,328	2,591,521	-4.6%

*Business personal property tax receipts include autos, machinery, & tools

³ Commonwealth of Virginia – 2009 Comparative Report of Local Government Revenues and Expenditures.

⁴ City of Williamsburg's Comprehensive Annual Financial Reports-amounts include prior years' delinquent personal property tax receipts, and State share of personal property tax reimbursement.

Public Service Corporations

Tax revenues are generated by public service corporations based on annual assessments of property, both real and personal, by the State Corporation Commission. Public service corporations are those providing services such as water, heat, light and power, telecommunications, and railroads within local government boundaries. Property assessments for the last ten fiscal years, along with the total revenue receipts for public service corporations are provided as follows:

Fiscal Year	Real Estate Assessments	Personal Property Assessments	Total Public Service Corporation Revenue
2001	47,224,673	18,775	255,670
2002	50,895,236	17,285	275,439
2003	49,990,963	340,727	282,265
2004	53,151,294	0	287,017
2005	55,531,820	0	316,177
2006	52,041,889	0	281,026
2007	51,334,159	21,358	277,952
2008	52,220,912	13,527	282,466
2009	51,598,088	14,870	279,150
2010	57,063,079	12,804	308,589

In fiscal year 2003, the city received tax on vehicles for 2002 tax year from a large public service corporate taxpayer.

Penalties and Interest

Personal property and first half fiscal year real estate taxes are due December 1st each year. Second half real estate taxes are due June 1st. Penalties are charged on all property tax accounts if not paid by these due dates. Penalty charges for delinquent property taxes are as follows:

Amount of Taxes	Personal Property	Real Estate
Up to \$10	Penalty is same as tax	Penalty is 10%
\$10.01 - \$100	Penalty is \$10	Penalty is 10%
\$100.01 and up	Penalty is 10%	Penalty is 10%

Interest charges begin January 1st for delinquent first half real estate and personal property taxes, and July 1st for second half taxes. Interest is computed monthly, with an annual percentage rate of 10% as provided for in the Williamsburg City Code.

Penalty and interest revenues over the past ten fiscal years are shown in the following table:

Fiscal Year	Penalties	Interest	Total
2001	56,962	18,145	75,107
2002	65,098	21,739	86,837
2003	68,639	35,236	103,875
2004	71,508	18,461	89,969
2005	63,900	15,386	79,286
2006	34,307	13,673	47,980
2007	32,017	20,274	52,291
2008	38,024	19,094	57,118
2009	40,637	20,696	61,333
2010	34,866	15,825	61,333

OTHER LOCAL TAXES

This category of local revenues differs from general property taxes in that they are not billed by the City [except in the case of business licenses]. They are dependent on business volume, and most are *self-imposed* [businesses report sales activity directly to the City, and charges are based on these reported figures]. Business activity is subject to verification by the Senior Tax Analyst.

Local Sales and Use Taxes

Local sales and use taxes are based on business activity in the City reported to the Commonwealth of Virginia by all businesses that are required to charge State sales tax of 5%. The taxes are collected and submitted to the Virginia Department of Taxation on a monthly basis and one percent of these proceeds are then returned to the City directly from the State. As a matter of policy, the City has designated these revenues to pay for its ongoing capital improvement program. Revenues received from the Commonwealth of Virginia for sales taxes over the last ten fiscal years are as follows:

Fiscal Year	1% Sales Tax Receipts	% Change
2001	3,720,937	(1.64%)
2002	4,368,379	17.40%
2003	3,781,232	(13.44%)
2004	4,210,450	11.35%
2005	4,219,603	.22%
2006	4,303,203	1.99%
2007	4,867,792	13.12%
2008	4,562,028	(6.28%)
2009	3,844,275	(15.73%)
2010	3,885,065	1.06%

Consumer Utility Taxes

Use taxes are collected by public utility companies and remitted to the City on a monthly basis. City Council approves the rates charged annually. Telecommunications sales taxes since FY 2007 are 5% for all Virginia localities. The following table highlights the purpose and rates charged by these utility companies in effect during fiscal year 2010:

Current City Charges			Maximum-State Code			
Type	Residential Rate	Commercial Rate	Res. Max Per month	Comm-Industrial Max/month	Residential Maximum Allowable Charge/month	Comm/Ind. Maximum Allowable Charge/month
Electricity	\$.70/ month Plus .007468 per kw hours	\$1.15/month Plus .006947 per kw hours	\$1.00	\$20.00	20% up to \$15=\$3	20% up to \$200=\$40
Gas	\$.70/month Plus .014 per CCF	\$1.15/month Plus .0243 per CCF	\$1.00	\$20.00	20% up to \$15=\$3	20% up to \$200=\$40
Propane	N/A	N/A	N/A	N/A	Same as above	Same as above
Telephone	5% per month	5% per month	No limit	No limit	No limit	No limit
Wireless	5% per month	5% per month	No limit	No limit	No limit	No limit
Telephone – E-911	\$.75/month	\$.75/month	\$.75/month	\$.75/month	\$.75/month	\$.75/month

The Commonwealth of Virginia deregulated gas and electric utilities in 2001. Since then local utility taxes for those industries are designed to be revenue neutral to localities. Beginning July 1, 2003, the City of Williamsburg began imposing a tax on wireless communications. Total receipts collected over the last ten fiscal years are as follows:

Fiscal Year	Electric	Telephone	Natural Gas	E-911*	Wireless	Commun. Sales Taxes	Total Collections
2001	181,253	154,657	58,835	111,242	0	0	505,987
2002	194,648	150,012	58,370	186,059	0	0	589,089
2003	195,418	199,374	55,082	216,106	0	0	665,980
2004	180,296	170,339	57,982	236,670	139,415	0	784,702
2005	181,451	198,580	59,930	263,202	258,868	0	962,031
2006	200,166	191,027	60,331	245,767	189,097	0	886,388
2007	201,075	83,671	62,243	112,628	89,231	353,702	902,550
2008	200,307	82	82,563	0	0	824,838	1,107,790
2009	201,825	23	89,224	0	0	749,438	1,040,510
2010	204,672	17	90,122	0	0	752,567	1,047,378

*Effective July 2, 2001, E-911 rate was increased to \$2.00 but mid-year FY 2007 (beginning January 1, 2007), all E-911, telephone, and wireless revenues are included as communications sales taxes under State legislation.

Business License Taxes (BPOL)

All businesses in the City must obtain a business license to operate. The Commissioner of the Revenue sends business license applications in late December each year. Forms provided include prior year information [name, address, type of business conducted, gross receipts, etc.] and it is the responsibility of licensees to confirm or change information. The applications must be returned to the Commissioner by February 15th. The charges for business licenses are based on gross receipt figures provided on the application. The due date for payment of business licenses is March 1st each year, with a 10% penalty beginning March 2nd, and interest accruing at 10% annual percentage rate.

A detailed list of rates is provided for information purposes.

Trade/Type	Fee [based on gross receipts]	Minimum Fee
Business or Personal Service	\$.36/\$100	\$30 up to \$8,200
Contractor	\$.16/\$100	\$30 up to \$18,000
Fortune Teller	\$1,000 flat fee	Flat license fee
Itinerant Merchant or Peddler License	\$500 flat fee	\$30
Professional Service	\$.58/\$100	\$30 up to \$5,000
Retail Merchant	\$.20/\$100	\$30 up to \$15,000
Wholesale Merchant	\$.05/\$100	\$30 up to \$60,000
Restaurant (seating 50-100)	\$200	Flat license fee
Restaurant (seating 101-150)	\$350	Flat license fee
Restaurant (seating 151-up)	\$500	Flat license fee
Bed & Breakfast – Mixed Beverage	\$40	Flat license fee
On/Off Sale of Beer-Wine	\$150	Flat license fee
On/Off Premises Sale of Beer	\$100	Flat license fee
On Premises Sale of Beer & Wine	\$150	Flat license fee
On Premises Sale of Beer	\$100	Flat license fee
Off Premises Sale of Beer & Wine	\$150	Flat license fee
Off Premises Sale of Beer	\$100	Flat license fee

Business Licenses receipts over the last ten fiscal years are as follows:

Fiscal Year	Business License Receipts	% Change
2001	1,592,792	3.75%
2002	1,622,735	1.88%
2003	1,641,721	1.17%
2004	1,628,458	(.81%)
2005	1,749,413	7.43%
2006	1,789,386	2.28%
2007	1,593,478	(10.95%)
2008	1,754,093	10.08%
2009	1,595,535	(9.04%)
2010	1,571,483	(1.51%)

Utility License Fees

The Code of Virginia, § 58.1-37 governs the licensing and regulation of cable television in the City. Gas and electric utilities using the city streets and right-of-ways to conduct business are classified here also, with consumption taxes set by state code. The Code of Virginia § 58.1-2904 imposes consumption taxes on consumers of natural gas in the City, and the Code of Virginia § 58.1-2900 covers consumption taxes on electricity in the City. These taxes are separate from consumer utility taxes charged monthly. The City's current agreement with Cox Cable began March 1996, and will expires March 2011.

Activity	Fee
Cable TV	5% of gross receipts
Telephone	\$.50/\$100 gross receipts
Gas	\$.004/CCF first 500CCf per month
Electric	Under 2,500kWh = \$.00155/kWh/month 2,500 – 50,00 kWh = \$.00099/kWh/month over 50,000 kWh = \$.00075/kWh/month
Taxi & Bus Services	\$75 flat fee plus \$60 per cab owned

Utility License fees collected over the past ten years are shown below:

Fiscal Year	Cable TV *	Gas & Electric	Telephone	Other	Total Utility License Fees
2001	96,760	98,595	17,885	3,067	216,307
2002	105,015	70,491	18,386	741	194,633
2003	112,058	66,571	22,117	1,614	202,360
2004	129,335	59,675	34,509	2,197	225,716
2005	141,092	58,910	33,094	2,100	235,196
2006	151,111	60,465	35,986	3,200	250,762
2007	79,168	55,818	33,860	2,900	171,746
2008	0	62,290	37,343	3,200	102,833
2009	0	64,035	40,685	3,300	108,020
2010	0	64,905	52,843	3,500	121,248

* Beginning January 1, 2007, cable franchise fees are included in the Communication Sales Tax program

Bank Stock Taxes

Every incorporated bank, banking association or trust company organized by or under the authority of the laws of the Commonwealth are responsible for filing bank franchise taxes⁵. A specific state tax form is prepared annually for banks, and filed with the Commonwealth of Virginia. The tax is essentially 8/10's of 1% of a bank's total equity capital (including reserves for losses) less real estate and personal property holdings which are taxed by Virginia localities. Banks submit the portion of its total bank stock taxes to local governments based on the percentage of banking operations within each locality. Bank stock tax collections over the past ten years are shown below:

Fiscal Year	Bank Stock Receipts	% Change
2001	238,379	32.62%
2002	189,433	(20.53%)
2003	140,880	(25.63%)
2004	112,958	(19.82%)
2005	118,772	5.15%
2006	168,696	42.03%
2007	172,298	2.14%
2008	156,853	(8.96%)
2009	128,755	(17.91%)
2010	167,652	30.21%

⁵ Commonwealth of Virginia, Dept of Taxation, [Virginia Bank Franchise Tax, 1997 Forms](#)

Recordation Taxes

State law gives City Council the power to impose recordation taxes upon the first recordation of each taxable instrument recorded in the City. Taxable instruments generally consist of deeds, deeds of trust, and marriage licenses. The rate charged is \$.15 on every \$100 or fraction thereof of the consideration of the deed or the actual value of the property conveyed, whichever is greater⁶. For deed recordation in excess of \$10 million value, a sliding scale is used. The Clerk of the Circuit Court is responsible for collecting and remitting these fees monthly to the City. In addition to these fees, a local tax is imposed (equal to up to 1/3 of the state recordation tax) and submitted to the City. The City has charged this maximum fee for many years. A grantor's tax is also collected by the Clerk of the Circuit Court, and submitted to the State for quarterly distribution. This tax is classified under the Non-Categorical Aid section of this report.

Local recordation taxes collected over the past ten fiscal years are as follows:

Fiscal Year	Recordation Fees	% Change
2001	104,137	--
2002	109,141	4.8%
2003	131,173	20.2%
2004	196,203	49.6%
2005	266,594	35.9%
2006	387,953	45.5%
2007	342,137	(11.8%)
2008	326,508	(4.6%)
2009	170,417	(47.8%)
2010	136,891	(19.7%)

Cigarette Taxes

The City of Williamsburg began imposing a cigarette tax of 25¢ per pack on July 1, 2003. The timing of vendor stamp replenishment is unpredictable each year. The total collected for fiscal years 2004 thru 2010 are:

Fiscal Year	Cigarette Taxes	% Change
2004	305,729	--
2005	209,340	(31.5%)
2006	184,080	(12.1%)
2007	172,872	(6.1%)
2008	180,701	4.5%
2009	144,534	(20.0%)
2010	158,460	9.6%

⁶ Code of Virginia §581-801.

Hotel & Motel Room Taxes

The City levies a transient occupancy tax on hotels, motels, bed and breakfasts, and other facilities offering guest rooms at a rate of 5%. Businesses collect this tax and submit it to the City by the 20th of the following month. Room tax collections over the last ten fiscal years are:

Fiscal Year	Room Tax Collections	% Change
2001	3,895,420	(4.92%)
2002	4,114,010	5.61%
2003	3,974,894	(3.38%)
2004	3,996,782	.55%
2005	3,695,937	(7.53%)
2006	3,787,611	2.48%
2007	4,350,871	14.88%
2008	4,447,662	2.22%
2009	3,574,810	(19.62%)
2010	3,248,789	(9.12%)

Restaurant / Food Taxes

The Code of Virginia allows the City to impose this excise tax on all food and beverages sold in the City as a meal. City Code defines “food & beverages” as all food, beverages or both, including alcoholic beverages, which are meant for refreshment or nourishment value, purchased in or from a restaurant, whether prepared in such restaurant or not, and whether consumed on the premises or not.⁷ Restaurant Food tax rate is 5%. Meal tax collections over the last ten fiscal years are:

Fiscal Year	Meal Tax Collections	% Change
2001	5,114,515	.76%
2002	5,318,886	3.96%
2003	5,244,106	(1.41%)
2004	5,393,776	2.85%
2005	5,367,745	(.48%)
2006	5,600,162	4.33%
2007	5,851,680	9.68%
2008	6,005,227	2.62%
2009	5,522,541	(8.04%)
2010	5,607,318	1.54%

⁷ Williamsburg City Code, Section 18.271.

The City's adopted fiscal year FY 2011 operating budget estimates room & meal tax revenues to be \$8,600,000, or 27.6% of the total budget. Rates charged by nearby Virginia localities, and the percentage of budgeted FY 2011 receipts to total operating budgets, are presented below:

Locality	Room Tax Rate	% of FY 2011 Budget	Meal Tax Rate	% of FY 2011 Budget	Total % of Budget
York County*	5%	2.3%	4%	4.0%	6.3%
James City County*	5%	1.2%	4%	3.4	4.6%
Virginia Beach*	8%	.5%	5.5%	3.2%	3.7%
Hampton	8%	.8%	6.5%	3.6%	4.4%
Newport News	7.5%	.6%	6.5%	4.3%	4.9%
Norfolk	8%	.8%	6.5%	3.0%	3.8%
Williamsburg*	5%	10.3%	5%	17.3%	27.6%

**In addition to room taxes, the City of Williamsburg, James City County and York County collect a \$2.00 per night per room tax, which commenced on July 1, 2004 per Code of Virginia, section 58.1-3823C. The revenues generated are designated and expended solely for advertising the Historic Triangle Area. Receipts are sent to the Williamsburg Area Destination Marketing Committee each month. In addition, Virginia Beach and Norfolk charge a flat rate tax of \$1 per night, per room.*

Permits, Privilege Fees and Regulatory Licenses

The City uses the Virginia Uniform Statewide Building Code (USBC), which covers new construction, renovation, demolition, plumbing, gas, mechanical, electrical, fire protection system installations and asbestos removal. The category's major components consist of building, electrical, plumbing, and mechanical permits.

A ten-year history of permit revenues follows:

Fiscal Year	Building	Electrical	Plumbing	Mechanical	Other*	Total
2001	120,913	33,951	36,981	34,608	40,594	267,047
2002	70,343	22,674	23,537	21,117	36,314	173,985
2003	95,522	25,860	26,923	27,782	36,531	212,618
2004	119,376	42,548	40,780	35,675	67,383	305,762
2005	100,048	39,543	29,755	29,711	57,605	256,662
2006	99,860	28,580	21,025	23,568	102,708	275,741
2007	81,102	19,362	22,908	14,016	56,891	194,279
2008	141,096	52,036	51,462	44,506	78,220	367,320
2009	62,170	21,653	19,819	19,061	74,767	197,470
2010	46,741	14,447	14,033	17,601	68,642	161,464

**Other includes dog licenses, parking, zoning, right-of-way, raffle, rental inspections, gas and fire prevention permits.*

Fines and Forfeitures

This revenue category is used to account for court and parking fines. The Court system has guidelines for setting case-related fines, while City Code sets the rates for parking fines. The Clerk of the Circuit Court collects court fines and submits receipts to the City monthly, while parking fines are paid directly to the Department of Finance. Effective January 1, 2004, the City implemented a graduated parking fine structure. During a 60-day period, which begins with the first overtime parking violation, fines will graduate as follows: 1st violation is \$10.00, 2nd violation is \$30.00 and the 3rd or more is \$50.00. Revenue collections for fines and forfeitures over the last ten fiscal years are as follows:

Fiscal Year	Court Fines	Parking Fines	Total
2001	171,354	82,224	253,578
2002	190,953	91,711	282,664
2003	177,729	95,855	273,584
2004	164,346	90,360	254,706
2005	147,580	86,577	234,157
2006	142,927	86,852	229,779
2007	157,756	123,856	281,612
2008	143,836	97,484	241,320
2009	147,173	86,089	233,262
2010	108,744	93,743	202,487

Revenue from Use of Money and Property

This revenue classification includes interest earnings on surplus funds, rental income from City-owned properties, and sale of surplus vehicles and equipment. Interest earnings reported here include only the General Fund, as Utility Fund revenues are highlighted in the next section, Budget Summaries. Revenue collections from use of money and property over the last ten fiscal years are presented below:

Fiscal Year	Interest Earnings	Rental Income	Sale of Surplus	Total
2001	987,325	128,674	135	1,116,134
2002	877,741	167,913	3,550	1,049,204
2003	509,695	213,618	31,660	754,973
2004	154,762	285,957	0	440,719
2005	464,761	378,192	0	842,953
2006	931,410	414,625	36,653	1,382,688
2007	1,600,447	522,010	33,368	2,155,825
2008	1,209,815	531,537	24,433	1,765,785
2009	457,041	464,813	8,175	930,029
2010	236,316	469,207	25,319	730,842

Rental income includes various rental properties. Specific charges as of January 1, 2010 are as follows:

Category	Location/Purpose	Monthly Rent
Municipal Center	U.S. Post Office-Parking Lot	\$1,100
Longhill Road Property	Duplex – 219 & 221 Longhill	\$300
Longhill Road Property	House – 223 Longhill	\$500
General Property.	WRHA – Stryker Bldg.	\$1,463
Transportation Center	Rental Car	\$1,000
Transportation Center	Yellow Cab	\$400
Transportation Center	Williamsburg Area Transport	\$6,250
Transportation Center	Hampton Roads Transit	\$60
Transportation Center	Amtrak	\$2,600
City Square	Parking & Amenities for Lots 1,2, &3	\$276.85 each plus \$55.37 per parking space

The Community Building user fees are included in rental income. The base rate for a weekday is \$150/3 hour minimum and \$300 for the weekend. The City completed the construction of the Prince George Parking Garage (PGPG) and opened for operation in 2004. A breakdown of rental income from remaining properties over the last ten fiscal years is presented below:

Fiscal Year	Comm Bldg	City Square	Longhill Prop	Muni Center	Stryker Bldg	Trans Center	Gen. Prop	PGPG	Total
2001	25,438	9,965	6,738	55,716	1,750	12,400	16,667	0	128,674
2002	25,100	19,804	3,988	59,543	4,450	38,500	16,528	0	167,913
2003	35,000	39,460	7,478	14,374	4,250	45,972	67,084	0	213,618
2004	32,206	36,908	7,395	14,466	3,400	50,386	118,660	22,536	285,957
2005	39,922	38,016	8,610	15,650	6,950	50,104	71,947	146,993	378,192
2006	38,100	38,418	7,095	15,600	8,050	54,330	48,326	204,706	414,625
2007	41,075	41,069	7,600	15,600	8,930	120,720	54,556	232,460	522,010
2008	50,575	40,341	9,150	15,600	6,960	123,061	46,595	239,255	531,537
2009	37,284	43,988	10,456	15,550	7,160	123,273	17,802	209,300	464,813
2010	40,255	44,071	8,946	13,332	6,050	125,203	18,858	212,492	469,207

Charges for Services

The City uses this revenue classification to account for various revenue sources requiring charges. Minor amounts are included under Sheriff's fees and Commonwealth Attorney's fees, of which the City has no control over. Likewise, charges for correction & detention are for work release fees from the Sheriff's Department. Also included are charges for maintenance of highways, streets, and sidewalks, which is used for billing special mowing or trash pickup and are minimal in amount. The largest item under this category is Charges for Parks & Recreation. City Code authorizes the Recreation Department to set and collect charges for programs and activities for use of its facilities and services. Charges for Services collected over the past ten years are shown below:

Fiscal Year	Sheriff's Fees	Commonwealth Attorney's Fees	Correction & Detention	Parks & Recreation	Planning & Comm. Dev.	Total
2001	1,366	717	1,680	265,272	50,773	319,808
2002	1,366	728	0	291,421	47,598	341,113
2003	1,366	534	0	297,674	45,774	345,348
2004	1,366	414	0	270,705	45,360	317,845
2005	1,366	412	0	316,991	46,257	365,026
2006	1,366	394	0	302,835	56,566	361,161
2007	1,366	242	0	288,754	36,073	326,435
2008	1,378	160	0	298,453	43,750	343,741
2009	1,331	138	0	317,573	28,698	347,740
2010	1,460	266	0	350,497	37,881	390,104

Charges for Planning & Community Development include minor amounts for maps and surveys, with the largest dollars attributable to sales of Cedar Grove Cemetery lots.

Recreation fees for the last ten fiscal years are highlighted in detail below:

Fiscal Year	Pool Fees	Tennis Fees	Waller Mill Park	Vending Machines	Classes	Athletics	Fishing Licenses	Misc.	Total
2001	4,059	9,446	39,378	8,345	57,903	135,580	6,311	4,250	265,272
2002	6,173	11,445	44,259	7,788	64,502	136,012	6,522	14,720	291,421
2003	6,225	11,588	40,608	7,342	64,953	141,987	7,028	17,943	297,674
2004	6,342	10,352	44,111	4,153	49,769	133,219	4,901	17,858	270,705
2005	5,379	11,959	51,361	3,844	42,804	168,737	5,075	27,832	316,991
2006	5,161	8,551	55,701	3,298	32,878	160,908	0	36,338	302,835
2007	6,559	14,674	54,664	2,697	25,306	146,961	0	37,893	288,754
2008	6,641	19,595	62,481	1,567	22,326	146,948	0	38,895	298,453
2009	6,083	18,900	73,909	584	15,742	157,829	0	44,526	317,573
2010	7,989	27,891	79,938	356	15,022	157,526	0	61,775	350,497

Cemetery lot sales and grave opening fees over the last ten years are as follows:

Fiscal Year	Cemetery Lot Sales	Grave Openings
2001	22,700	26,650
2002	19,507	26,725
2003	20,167	23,275
2004	19,526	23,400
2005	22,450	21,675
2006	27,400	19,550
2007	18,700	12,250
2008	16,843	18,250
2009	12,383	14,450
2010	15,200	18,050

REVENUE FROM THE COMMONWEALTH

Monies received from the Commonwealth of Virginia are classified as either Non-categorical or Categorical aid. Non-categorical revenues are received quarterly according to State code, are not billed or itemized by the City or any constitutional officer, and are not designated to be used for any specific purpose. These are direct-deposited in the General Fund and used to pay for overall operations. Categorical aid must be spent on specific purposes. In the case of constitutional officers, expenditures are itemized and sent to the Commonwealth for reimbursement, based on various formulas provided for by state code.

Non-categorical Aid

Items included in this classification, and a brief description of how City revenues are calculated are shown below:

1. ABC Profits - Total net profits for ABC sales for the state are determined by the Department of Alcoholic Beverage Control, and reported to the Department of Accounts quarterly for distribution to localities. The funding formula for ABC profits is: Locality population (based on latest census) ÷ total state population X net profits.
2. Wine Taxes - 40¢/ liter wine tax is charged on all wine sold in Virginia. Taxes are remitted to the Department of Taxation, and 44% of the tax is re-distributed to localities based on the share of each locality's respective population.
3. Rolling Stock Taxes - The State Corporation Commission determines the assessed value of "Certified Motor Vehicle Carriers" [primarily bus companies] and assesses a property tax at the rate of \$1 per \$100 value. These revenues are distributed quarterly to the localities based on the miles the vehicles travel throughout the localities [based on reports submitted from the carriers].
4. Rental Car Taxes - Payments received from the Commonwealth are based on rental car taxes collected by rental companies within each jurisdiction. A 4% rental car tax

is required to be assessed on all rental vehicles (prior to July, 1997 the tax applied only to rented passenger cars). Rental companies submit the taxes monthly to DMV with a report by locality. The Commonwealth distributes these funds quarterly to localities.

5. **Grantor's Tax** - The Clerk of the Circuit Court collects additional recording fees for this purpose, details monthly activity, and deposits these receipts in a State Account. Activity is separated at the courthouse for deeds relating to Williamsburg or James City County. Funds are distributed quarterly by the Commonwealth, from a \$10 million fund [\$40 million per year] to localities based on their share of overall grantor tax collections in the Commonwealth.
6. **599 Funds** - Each locality in the Commonwealth is eligible to receive a percentage of the total amount to be distributed equal to the percentage of the total adjusted crime index attributable to each locality as determined by the Department of Criminal Justice Services. The City must notify the Department prior to July 1 each year that its law enforcement personnel have complied with minimum training standards as provided for by State Code. These distributions are made quarterly.

Non-Categorical Aid received over the last ten fiscal years is as follows:

Fiscal Year	ABC Profits	Wines Taxes	Rolling Stock Taxes	Rental Car Taxes	Grantor's Taxes	Total
2001	30,504	17,542	10,026	5,502	75,648	139,222
2002	32,614	16,912	8,979	9,754	47,050	115,309
2003	14,518	13,442	6,907	12,057	48,940	95,864
2004	18,297	11,342	6,773	8,138	61,944	106,494
2005	7,035	7,373	6,906	5,737	49,980	77,030
2006	7,035	7,373	6,785	11,528	65,619	465,104
2007	7,034	7,373	5,370	18,510	65,597	103,884
2008	7,034	7,373	7,883	24,777	78,970	126,037
2009	0	0	8,940	15,899	55,459	80,298
2010	0	0	2,900	16,154	48,165	67,219

Categorical Aid

The City's Comprehensive Annual Financial Report classifies categorical aid into four sub-categories:

1. Shared Expenses - Constitutional offices included as City departments/operations with reimbursements provided (in-part) by the Commonwealth of Virginia.
2. Welfare - Pertaining to the City's general fund, only minor amounts of reimbursements are accounted for here. Virtually all of the City's Human Services programs are accounted for as a special revenue fund.
3. Education - The governor's distribution of state sales tax monies dedicated to education.
4. Other Categorical Aid - Largely the reimbursement for street/highway maintenance monies.

Shared Expenses

1. Sheriff - This is a joint activity shared with James City County. The state refunds approximately 100% of state-approved salaries and operating costs of this department. However, since the City now is part of the Virginia Peninsula Regional Jail Authority, the Sheriff now provides only courtroom security and prisoner transfer activities. Jail staffing at the Courthouse has been significantly reduced, as many former employees now work for the Authority. Salary supplements are not reimbursed by the State.
2. Commissioner of the Revenue -State code provides for reimbursements to the City at 50% of salaries, fringe benefits and a minor portion of operating expenses. Any constitutional officer can make special requests for payment from the Compensation Board for additional consideration. For the City's Comprehensive Annual Financial Report dated June 30, 2010 total reimbursements were 43.5% of expenditures.
3. Treasurer - This is also a joint activity shared with James City County. The state reimburses the City 2/3 of salary, fringe benefits, and operating costs for the Deputy Treasurer, whose office is in the Municipal Building. The City, in turn, bills James City County 25% of the non-reimbursed amount annually. In the City's Comprehensive Annual Financial Report, only the State reimbursed monies are classified as Categorical Aid. Any reimbursements from James City County are classified as "Miscellaneous" revenues, so an exact ratio of reimbursements to expenditures is difficult to compute, based on the CAFR.
4. Medical Examiner - Reimbursed at \$30 per examination.
5. Registrar/Electoral Board - Salaries are reimbursed by the State at 100% for the Registrar and the Electoral Board members. No reimbursements are made for fringe benefits or operating expenditures. The Department of Finance bills the State Electoral Board annually. No salary supplements are made for the Registrar or board members.

Welfare

In prior years the City accounted for miscellaneous general relief reimbursements through the General Fund. This activity is accounted for as a special revenue fund, and is included in the City's Comprehensive Annual Financial Report in the Virginia Public Assistance Fund.

Education

State Sales Tax for Education -The Governor distributes 1% of statewide sales tax receipts to every school district based on state census figures provided for school-age population. This is adjusted with each triennial census performed by the joint school system and verified by the localities.

Categorical Aid received over the last ten fiscal years are as follows:

Fiscal Year	Comm. of Rev.	Treasurer	Medical Examiner	Registrar/Electoral Bd.	599 Funds	State Sales Tax	Total
2001	76,788	22,065	210	40,975	315,705	458,015	913,758
2002	74,428	23,077	180	40,642	307,807	429,304	875,438
2003	69,944	19,281	210	37,647	305,013	482,361	914,456
2004	69,689	18,983	270	36,985	304,172	559,110	989,209
2005	71,946	19,556	450	44,049	340,364	657,483	1,133,848
2006	77,082	20,316	570	45,445	366,764	696,305	1,206,482
2007	80,308	21,158	90	47,355	441,820	707,580	1,298,311
2008	84,230	22,677	0	52,529	443,843	717,848	1,321,127
2009	85,464	22,475	0	48,245	427,158	698,356	1,281,698
2010	83,733	18,024	0	43,044	391,496	796,087	1,332,384

Other Categorical Aid

Other aid received from the Commonwealth and designated for specific use includes:

1. **Arts Commission** - Grant funds are applied for by the City and James City County to the Commonwealth for the Local Government Challenge Grant Program. Funds are received directly by each locality. James City County reimburses the City for the State portion, and also an additional amount each year as provided for during the annual budget process. Since Fiscal Year 1998 each locality has received the \$5,000 state maximum allowed under this grant.

Total funds received for the Arts Commission over the last ten fiscal years are as follows:

Fiscal Year	Arts Commission Receipts	% Change
2001	65,550	(2.6%)
2002	68,925	5.2%
2003	69,425	.73%
2004	69,175	(.36%)
2005	73,150	5.8%
2006	73,375	.31%
2007	72,885	(.67%)
2008	75,070	3.0%
2009	76,350	1.7%
2010	75,390	(1.3%)

2. Street and Highway Maintenance - The City is reimbursed quarterly by the Commonwealth according to lane miles of streets within its boundaries. For FY2011 reimbursements for principal/minor arterial roads are \$17,180 per lane mile, while collector/local streets are at a rate of \$10,087 per lane mile. Lane miles used to calculate reimbursement change only when additional roads are built in the City. Total revenue for FY2011 will be \$1,426,219 based on peak hour moving lane miles of state arterial roads in the City of 39.85 miles, and local streets of 73.52 lane miles. Payment rates change periodically, and are at the discretion of the Commonwealth of Virginia. Street & Highway Maintenance receipts over the last ten fiscal years are as follows:

Fiscal Year	Street & Highway Mtce Receipts	% Change
2001	985,719	6.9%
2002	1,037,194	5.2%
2003	1,082,951	4.4%
2004	1,131,859	4.5%
2005	1,169,565	3.3%
2006	1,229,662	5.1%
2007	1,277,857	3.9%
2008	1,332,230	4.3%
2009	1,382,944	3.8%
2010	1,376,050	(.5%)

3. Emergency Services - Each year funds are received for Radiological Emergency Preparedness. These funds support the activities of state agencies and certain local governments in establishing, maintaining, and operating emergency plans, programs and capabilities to deal with nuclear accidents⁸. Annual training exercises are performed, within program guidelines, and are coordinated throughout the geographic area with other local governments and Dominion Power. Amounts received each year are based on the projected annual cost of administering the state and local government programs for the power stations. Emergency services program receipts over the last ten fiscal years are as follows:

Fiscal Year	Emergency Services Program Receipts
2001	25,000
2002	32,117
2003	3,920
2004	35,000
2005	37,000
2006	36,087
2007	75,000
2008	0
2009	0
2010	25,000

4. Fire Programs - This is a special appropriation to localities to be used for fire service training, training facilities, and fire-fighting equipment or vehicles. Localities must provide detailed expenditure reports annually to qualify for these funds. All monies received must be spent in the year of receipt. Fire program receipts over the last ten fiscal years are as follows:

Fiscal Year	Fire Program Receipts	% Change
2001	16,203	10.3%
2002	16,203	0%
2003	16,080	(.8%)
2004	17,902	11.3%
2005	23,629	32.0%
2006	27,182	15.0%
2007	29,102	7.1%
2008	31,628	8.7%
2009	32,650	3.2%
2010	37,342	14.4%

⁸ Va Dept of Emergency Services - Funding to State and Local Government Agencies and Supporting Organizations, June, 1992

5. EMS Funds- Four for Life - State Code provides for an additional \$4 per year to be charged and collected when registrations for pickups, panel trucks, and motor vehicle are made at the Department of Motor Vehicles. These monies are paid into the State treasury to be used for emergency medical service purposes. Twenty-six percent of these funds are returned to the localities where the registrations were made. It supports volunteer and paid-personnel training, equipment, and supplies for emergency purposes.

Four for Life receipts over the last ten fiscal years are as follows:

Fiscal Year	Four for Life Receipts	% Change
2001	5,529	7.0%
2002	5,501	(.5%)
2003	5,559	(1.1%)
2004	6,176	11.1%
2005	6,742	9.2%
2006	11,029	63.6%
2007	11,893	7.8%
2008	22,661	90.5%
2009	14,676	(35.2%)
2010	13,915	(5.2%)

6. Litter Control - The City receives this annual grant from the Department of Waste Management to aid in litter control. Monies are used for litter prevention, elimination and control. The grant must be applied for each year, and an accounting is made each year to verify that funds are spent appropriately. Amounts vary each year depending on available funds and local program requirements. Revenues for litter control over the last ten fiscal years are as follows:

Fiscal Year	Litter Control Receipts
2001	5,827
2002	5,143
2003	4,784
2004	4,495
2005	4,495
2006	6,568
2007	5,307
2008	6,508
2009	6,337
2010	5,125

7. Emergency Medical Transport - As of July 1, 2005, the City began a program of billing health insurance providers for emergency medical transportation services. Receipts to date are as follows:

Fiscal Year	EMS Fees
2006	180,024
2007	341,472
2008	353,613
2009	411,430
2010	396,546

REVENUE FROM THE FEDERAL GOVERNMENT

The City's Comprehensive Annual Financial Report itemizes Federal receipts on the Schedule of Federal Awards, according to the Catalog of Federal Domestic Assistance catalog numbers. Human Services programs account, by far, for the majority of the City's federal funds. These programs are accounted for in the Public Assistance Fund. For General Fund purposes, only limited sources of federal funding exist. These programs are highlighted:

1. Community Development Block Grant - These are pass-thru funds for specific CDBG projects in the City in partnership with the Williamsburg Redevelopment & Housing Authority. The City received \$6,443 during FY 2010, for the closeout of the Braxton Court redevelopment project.
2. Local Law Enforcement Block Grant - The City must apply for these funds each year through the Department of Justice. An interest-bearing checking account is maintained for this grant, and detailed quarterly reports must be filed until the funds are spent. The City received \$22,399 for the Byrne Justice Assistance Grant Program for FY 2010.
3. Department of Homeland Security - These funds are federal pass-thru grants administered by the Commonwealth of Virginia. Majority of the funds were specifically designated to upgrade and support local interoperable communication projects. Also included were funds for the Citizen Corps Project and the Citizen Emergency Response Team training. The City received a total of \$16,227 in Fiscal Year 2010.

POTENTIAL REVENUE SOURCES

State Code Section 58.1-3840 allows cities or towns to charge excise taxes on *admissions*, which the City does not impose.

EXPENDITURE CLASSIFICATIONS**1000 SALARIES AND WAGES**

- 1001 Salaries
Compensation for all full time employees who hold permanent positions.
- 1002 Salaries-Overtime
Compensation for overtime and holiday pay for all eligible employees in accordance with the Personnel Manual.
- 1003 Salaries, Part-time Employees
Compensation for all part time employees (less than 40 hours per week) who are paid on an hourly basis and are not eligible for all employee benefits. (See Personnel Manual)
- 1005 Salaries-Temporary
Compensation for employees who are working on a temporary basis.
(See Personnel Manual)
- 1006 Discretionary Leave
Compensation for police, fire, or water plant personnel who must work on stated holidays. (See Personnel Manual)
- 1008 Traffic Control
Compensation for police department personnel who work extra hours for traffic control purposes.
- 1009 Off-Duty Policemen
Compensation for police personnel hired by outside establishments after regular working hours. (City is reimbursed by contracting party.)

2000 FRINGE BENEFITS

- 2001 FICA
Employer's share of Social Security Taxes.
- 2002 Virginia Retirement System (VRS)
Cost of contributions to Virginia Retirement System for all fulltime employees.
VRS enrollment is mandatory for all full-time employees, and paid as a percentage of base salary.
- 2004 Dental
Costs for employee dental reimbursement program.
- 2005 Hospitalization
City's cost for medical benefit package premiums, not including dental.
- 2006 Group Life Insurance
City's cost for VRS group life insurance policy.
- 2009 Unemployment Insurance
Costs for unemployment insurance.
- 2010 Worker's Compensation
Costs for worker's compensation insurance.
- 2012 Clothing Allowance
Costs associated with purchase of clothing by designated personnel.

2013	Education Allowance Costs for tuition assistance.
2016	Training Costs associated with training fire, police, and water plant personnel.
2021	Cleaning Allowance Costs associated with cleaning of uniforms and clothing.

3000 PROFESSIONAL SERVICES

3001	Professional Health Services Costs associated with medical services such as physicals for certain employees.
3002	Professional Services-Other Costs for legal, financial, engineering, and other specialized professional services.
3004	Repair and Maintenance Costs for services for repair or maintenance of city equipment and structures.
3004- 1	Cars and Trucks
2	Buildings
3	Office Equipment
4	Powered Equipment
5	Street Signs, Markings, and Water Meters
6	Traffic Signals
3005	Service Contracts Costs for all service contracts except radio.
3006	Printing Costs associated with the printing of forms, documents, manuals, etc.
3007	Advertising Costs for classified and legal advertisements.
3008	Laundry and Dry Cleaning Costs associated with uniform rental.
3009	Purchase of Services Costs for purchasing of services and supplies from other governmental agencies (do not include joint activities).
3013	Jurors, Commissioners, Witnesses Costs associated with court trials and legal disputes.
3031	Garbage Contract Costs for garbage pick-up and disposal.
3032	HRSD Costs for treatment of raw sewage by Hampton Roads Sanitation District.
3033	Exterminating Costs for extermination contracts for city-owned buildings.
3099	Detective Funds Costs associated with police work.

5000 PURCHASE OF GOODS AND SERVICES

- 5101 Electricity
 Costs of electricity (Dominion Power).
- 5102 Heating Fuel
 Purchase of natural gas and heating oil.
- 5103 Water and Sewer
 Costs of water and sewer services.
- 5201 Postage
 Stamps, stamped envelopes, postage meter costs, permit fees, etc.
- 5203 Telecommunications
 Costs incurred for land-line, cellular phone, and pager service.
- 5204 Radios
 Cost of operating city-wide radio systems.
- 5205 Emergency "911"
 Costs of operating emergency lines for the dispatch operation.
- 5301 Boiler Insurance
 Costs of insuring heating plants, generators, and other mechanical equipment.
- 5302 Fire Insurance
 Costs of insuring buildings and contents against fire.
- 5305 Motor Vehicle Insurance
 Costs of insurance for motor vehicles.
- 5306 Surety Bonds
 Costs for surety bonds for certain city personnel.
- 5307 Public Officials Liability
 Costs of insuring certain public officials against suits, etc.
- 5308 General Liability Insurance
 Cost of insuring the city against certain accidents, etc.
- 5401 Office Supplies
 Costs of office supplies such as envelopes, pens, pencils, paper, forms, etc. used in everyday office operations.
- 5402 Food and Food Service Supplies
 Costs of providing miscellaneous food or supplies at Fire Station.
- 5403 Agricultural Supplies
 Costs for care and treatment of plants, lawns, landscaping, including small tools.
- 5404 Material and Lab Supplies
 Costs for purchasing medical and laboratory supplies for appropriate city departments.
- 5405 Laundry, Housekeeping and Janitorial Supplies
 Costs of custodial and housekeeping supplies, including lightbulbs.
- 5406 Linen Supplies
 Costs of linens used in Fire Department.

- 5407 Repair and Maintenance Supplies
Costs of building material supplies, paint, electrical, and plumbing supplies.
- 5408 Vehicle and Powered Equipment Supplies
Supplies for cars, trucks, heavy equipment, etc. used by City Shop.
- 5408- 1 Cars and trucks
2 Tires and tubes
3 Gas and oil for vehicles
4 Powered equipment - light and heavy
5 Sign and street marking supplies
6 Generator fuel
- 5409 Police Supplies
Costs of items such as guns, ammo, flashlights, etc.
- 5410 Uniforms and Wearing Apparel
Costs for uniforms, protective clothing, boots, overalls, and other items or working apparel provided to employees.
- 5411 Books and Subscriptions
Costs for professional periodicals, books, and publications.
- 5412 Recreation Supplies
Costs for supplies used for Recreation Department programs.
- 5413 Other Operating Supplies
Costs for chemicals and other supplies not covered in other accounts.
- 5414 Merchandise for Resale
Costs of vending machine merchandise.
- 5415 Fire Prevention Materials
Costs of materials used by Fire Department for fire prevention.
- 5416 Pool Supplies
Costs of supplies for operation of Quarterpath Pool.
- 5417 Water Meters
Costs of purchasing water meters for the Utility Fund.
- 5418 Litter Control
Costs associated with litter pickup.
- 5501 Travel Expense
Mileage reimbursement @ 44.5¢/mile for approved use of private vehicles for job-related travel.
- 5504 Travel (Conferences and Conventions)
Costs for lodging, transportation, registration fees, and materials. All travel must have prior department head approval.
- 5602 Colonial Behavioral Health (formerly Colonial Services Board)
Costs of City's contribution to community program.
- 5604 Contributions to Other Agencies
Donations to outside organizations approved by City Council.

- 5801 Dues and Memberships
Costs for dues and memberships in professional organizations.
- 5805 Other
Costs (non-recurring) not budgeted under other accounts.
- 5838 Principal
Repayment of long term debt principal.
- 5839 Interest
Interest payments on long term debt.
- 5899 Joint Activity
Payments to James City County for jointly operated departments and agencies.

7000 FIXED ASSETS

- 7001 Machinery and equipment
- 7002 Furniture and fixtures
- 7003 Communication equipment
- 7005 Motor vehicles
- 7007 ADP Equipment
- 7008 Pedestrian Improvements
- 7009 Street resurfacing
- 7010 Building alterations

8000 LEASES AND RENTALS

- 8001 Lease and Rental of equipment
Cost for temporary rental or lease of equipment
(no lease-purchase agreements).
- 8002 Lease and Rental of buildings
Costs for rental or lease of office or storage space.

FUNDING RELATIONSHIPS**Agency/Organization****List of Other Contributors****Constitutional Officers**

(Generally)

Commissioner of the Revenue

State

Treasurer

State

Clerk of Circuit Court

JCC, State

Notes

Compensation Board. The state pays a portion of salary, benefits, and some operating costs. The City pays salary supplements in some cases, fringe benefits. Operating salaries for these officers are approved by the State..

The City provides office space for this officer and staff. The State reimburses the City for 50% of salary, fringes (except healthcare) and some operating expenses. The reimbursable portion of the Commissioner's salary is based on the 1980 salary amount divided in half plus any all increases in pay since that date. The State pays 50% of 2 full-time positions allowed based on population. A salary supplement is provided by the City. The State reimburses half the employer cost of VRS (Retirement), FICA, and Group Life insurance. The balance of fringes is paid by the City. The staff participates in all City employee programs (e.g., health insurance, deferred and workers compensation), including the Pay Plan. Legislation may affectively reduce the level of State funding for the Commissioner of the Revenue's operation.

The State reimburses the City and JCC for half the cost of the Treasurer and staff. The City, State and JCC share in the local cost of the Treasurer. The State reimburses 88% of state approved salary, 100% of FICA match, and 46% of VRS costs. JCC bills the City for a percentage of the non-reimbursable costs based on population. Office space is provided by both localities. The State reimburses the City for 2/3rds of salary, and fringes (except healthcare) for the City Deputy Treasurer, whose office is located in the Municipal Building. The City bills JCC for 25% of the non-reimbursable costs for salary and fringes associated with the City Deputy Treasurer position for work associated with W/JCC Schools. Pending legislation may drastically reduce the level of State funding for the Treasurer's operation.

The State funds salaries and a portion of fringes and operating expenses for the Clerk and staff. A portion of fringe benefits is supplemented. Twelve positions in this office are fully State funded. Two part-time positions are locally funded. All temporary part-time personnel costs are reimbursed by the State, but not permanent part-time. These part-time salaries and some fringes are paid by the City and County per the Courthouse Agreement (See Circuit Court).

Agency/Organization
List of Other Contributors

Notes

Clerk of Circuit Court
 JCC, State

The State funds salaries and a portion of fringes and operating expenses for the Clerk and staff. A portion of fringe benefits is supplemented. Twelve positions in this office are fully State funded. Two part-time positions are locally funded. All temporary part-time personnel costs are reimbursed by the State, but not permanent part-time. These part-time salaries and some fringes are paid by the City and County per the Courthouse Agreement (See Circuit Court).

Commonwealth Attorney
 JCC, State

The Compensation Board sets the salaries for the Commonwealth Attorney, four assistants, and four full-time support staff. All positions receive a salary supplement, ranging from 1.5% to 61%, paid by the City and JCC based on population each year. In addition, the Victim's Assistance program consists of three grant positions, which are supplemented locally. The balance of any fringes in excess of the amount provided by the State is paid by the City and JCC based on population per the courthouse agreement.

Sheriff's Department
 JCC, State

The joint Williamsburg/James City County Sheriff is responsible for courtroom security and serving civil warrants, but no longer handles jail facilities since the City became part of the Va Peninsula Regional Jail Authority. City/JCC share local cost on a population formula as provided in the City/County Joint Courthouse Agreement. Payroll and operating expenses have been administered by James City County since January 1, 1998. The state compensation board will reimburse the County for state-approved salaries, benefits, and some operating expenses. Salary supplements and a portion of unreimbursed operating expenses are shared locally based on the Courthouse Agreement. Sheriff's employees participate in the JCC's worker compensation, health insurance, and Va Retirement System programs.

Voter Registrar
 Board of Elections, State

The State pays 100% of the Registrar's salary. Costs associated with one full-time and one part-time employee, fringe benefits, and operating costs are paid by the City. This staff participates in the City's workers compensation, health insurance, and other employee programs. The City provides accounting and payroll services.

Circuit Court (Powell)
 State

The City and JCC share in the cost of the Judge's secretary, jurors, capital outlay, and operating expenses of this office. City and JCC also fund a Legal Assistant position for the Circuit Court Judge. The Judge's salary is paid by the State.

The City/JCC agreement dates December 12, 1996 provides for joint operations of all courthouse activities. All courthouse personnel and operating costs which are the responsibility of local government are split between the City and County based on population, and is updated as of December each year.

Agency/Organization
List of Other Contributors**Notes****General District Court** (Killilea)

The City and JCC share in the cost of operating expenses and capital outlay for this office based on the Courthouse Agreement. The Judge's salary is paid by the State.

Juvenile and Domestic Relations Court (Fairbanks)
JCC, State

The City and JCC share in the cost of operating expenses for this office based on the Courthouse Agreement. The Judge's salary is paid by the State.

Ninth District Court Services Unit
Juvenile Probation Office State, JCC, York, Charles City, King William, King & Queen, Mathews, Gloucester, New Kent, Middlesex, Poquoson

Salaries and fringes for this office are paid by the State. Local operating costs are shared between the City and JCC. For the District office, the City pays 1/11th of the operating costs. In addition, the City pays actual juvenile detention expenses for the Merrimac Center through the Middle Peninsula Juvenile Detention Commission for City cases.

Colonial Group Home Commission
JCC, York, and Gloucester counties
State Dept of Youth & Family Svcs.

Funded through State block grant and per diem revenues. Programs include Crossroads, Community Supervision, and Psychological Services.

Health District
State, Newport News, JCC, York County, and Poquoson

Contribution is based on funding formula which apportions local share among district jurisdictions. Some monies are refunded to City based on generated revenues each year.

Colonial Behavioral Health (Chapter X)
State funds, JCC, York County, Poquoson
Federal Funds, fee revenues (clients, Medicare, Medicaid, etc.)

Funded at discretion of Council. Funding request is based on population and usage.

Department of Human Services
State, Federal Dept. of Health and Human Services

Approximately 70% of personnel and operating costs are reimbursed by the State and Federal governments.

Williamsburg-James City County Public Schools

Local funding share is apportioned between the City and JCC based on the Joint Schools Agreement, as amended in 1991, 1996, 2001, and 2007. FY 2012 is the fifth and final year of the latest revised 5-year contract period. Historically State support has been approximately 30% of total school system cost, and based on formula and General Assembly appropriations. Federal funding is received and largely directed to categorical programs, and received on a cost-reimbursement basis.

Agency/OrganizationList of Other Contributors

Williamsburg Regional Library
JCC, York County, State funds
and generated revenues

Notes

City/County cost sharing is governed by the July, 2006 five-year agreement, and based on circulation. Each jurisdiction pays for the capital costs associated with the library buildings located therein. York County also contributes based on a memorandum of understanding. The State contributes approximately 5% of total operating costs on a formula basis, through the Library of Virginia.

Avalon Center for Women and Children

United Way, State Housing Dept.,
JCC, York County, private donations

Funded at discretion of Council per advice of Human Services Review Committee

Foster Grandparents Program

Hampton, JCC, York County, Newport News, Federal funds

Funded at discretion of Council per advice of Human Services Review Committee

Peninsula Agency on Aging

State and Federal funds, Newport News, Hampton, Poquoson, JCC, York County, private donations

Funded at discretion of Council per advice of Human Services Review Committee

Historical Triangle Senior Center

JCC, York Counties

Funded at discretion of Council per advice of Human Services Review Committee

Community Action Agency Center

JCC, donations, State/Fed. grants

Funded at discretion of Council per advice of Human Services Review Committee

CHIP of Virginia

Public/private partnership-partner agencies, corporations, foundations, individuals, local gov'ts

Funded at discretion of Council per advice of Human Services Review Committee

Hospice of Williamsburg

United Way, private donations

Funded at discretion of Council per advice of Human Services Review Committee.

Williamsburg Area Transport

JCC, York County, State funds

Funded at discretion of Council. Agency administers the regional transit system serving residents, visitors, and students through fixed-routes, and services disabled in the City, JCC, and the Bruton District of York County.

Colonial Williamsburg Foundation

Endowments, generated revenue,
private contributions

Funded at discretion of Council for purpose of purchasing advertising time to attract visitors to Colonial Williamsburg.



Agency/Organization
List of Other Contributors**Notes****Greater Williamsburg Chamber & Tourism Alliance**

JCC, York County, Wmsbg
Hotel/Motel Association Membership,
programs

Funded at the discretion of Council. In recent years all funding has been dedicated to tourism promotion except for \$100,000 per year for Alliance operations.

Hampton Roads Partnership

Hampton Roads communities,
businesses, civic organizations,
military, and educational institutions

Provides regional leadership to focus on those strategic issued that will improve Hampton Roads' competitive position in the global economy. Funded at the discretion of Council.

Hampton Roads Planning District Commission and Metropolitan

Planning Organization (MPO)
JCC, York county, Newport News,
Poquoson, Hampton, Gloucester,
Tidewater jurisdictions, State and
Federal funds

City share is based on per capita membership assessment each year.

Hampton Roads Economic Development Alliance/Peninsula Council for Workforce Development

Hampton, Newport News, JCC, York County, Gloucester, Poquoson

Funded at discretion of Council.

Thomas Nelson Community College

State, Newport News, JCC,
Poquoson, York County, Hampton

Funded at discretion of Council, based on population formula for improvements to parking and site, not including buildings.

Colonial Soil and Water Conservation District

State, JCC, York County

This is a State agency and is primarily funded by the State. Historically, the CSWCD member jurisdictions have shared in the cost of funding one position.

Williamsburg Area Arts Commission

JCC, State funds

Funded at discretion of Council. Agency recommends funding to over 30 groups and monitors how arts groups spend funds. James City County pays half by agreement.

Animal Control

JCC

The City pays JCC to provide animal control services under a 1993 inter-local agreement.

Heritage Humane Society

JCC, York County, private donations

Funded at discretion of Council. .

<u>Agency/Organization</u>	<u>Notes</u>
<u>List of Other Contributors</u>	
Virginia Peninsula Public Service Authority JCC, York County, Hampton, Newport News, Poquoson, and Middle Peninsula jurisdictions	The City share is based on a budget formula adopted by the VPPSA Board of Directors each year.
Virginia Peninsula Regional Jail Authority JCC, York County, Poquoson, Dept. of Corrections	The City shares in the cost of operating this authority. VPRJA operates a regional jail on Route 143 in lower James City County. City pays its share based on number of prisoners held for crimes committed in the City.
Information & Referral Service-United Way JCC, York County, Williamsburg Hotel/Motel Assoc., membership programs	Funded at discretion of Council per advice of Human Services Review Committee
Jamestown-Yorktown Foundation JCC, York County, State grants, private donations, admission fees	Funded at discretion of Council.
Colonial Court Appointed Special Advocates (CASA) JCC, York County, State grants, private donations	Funded at discretion of Council per advice of Human Services Review Committee.
Williamsburg Aids Network Private donations	Funded at discretion of Council per advice of Human Services Review Committee.
Williamsburg Extension Services State	Funded at discretion of Council per advice of Human Services Review Committee.
Williamsburg Area Medical Assistance Corporation (WAMAC) State and JCC	Funded at discretion of Council per advice of Human Services Review Committee.

FUND STRUCTURE

The City's accounting system is organized on the basis of funds and groups of accounts, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, fund equity, revenues and expenditures or expenses. The various funds are grouped in the financial statements as follows:

Governmental Funds account for the expendable financial resources, other than those accounted for in proprietary or fiduciary funds. The Governmental Fund measurement focus is upon determination of financial position and changes in financial position, rather than upon net income determination as would apply to a commercial enterprise. The individual Governmental Funds which are budgeted are the General Fund, Sales Tax Fund, which are combined in the General Fund as presented in the City's Comprehensive Annual Financial Report (CAFR) each year. The Public Assistance Fund is also a governmental fund, and accounts for programs offered by the Human Services Department.

General Fund - This fund accounts for all revenues and expenditures of the City which are not accounted for in other funds. Revenues are derived from general property taxes, other local taxes, licenses and permits, and revenues from other governmental units.

Sales Tax Fund (also referred to as General Capital Improvement Program) - This fund accounts for scheduled major capital improvements for the upcoming year. Revenues are traditionally derived from the 1% Sales Tax monies collected monthly at the State level, and interest earnings.

Public Assistance Fund – This fund accounts for activities of the City's Human Services Department. The majority of funding is provided by the Federal and State government for social service programs. The remainder of its funding is provided by the City as annual contribution from the General Fund.

Proprietary Funds account for operations that are financed in a manner similar to private business enterprises. The Proprietary Fund measurement focus is upon determination of net income, financial position, and cash flows. Enterprise funds account for the financing of services to the general public where all or most of the operating expenses involved are recovered in the form of charges to users of such services. The Utility Fund, consisting of the operations for water and sewer services, is the City's only Enterprise Fund.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device during the year for the General Fund, Sales Tax Fund, Utility Fund, and Public Assistance Fund. Annual operating budgets are adopted by ordinances and resolutions passed by the City Council for those funds. Budgets are prepared on the same basis of accounting used for financial reporting purposes. The City does not integrate the use of encumbrance accounting in any of its funds. The original budgets and revisions, if any, are authorized at the department level by City Council. The City Manager has the authority to transfer funds within the departments, so long as the total appropriation for a department is not adjusted. All appropriations for operating budgets lapse at year-end to the extent that they have been fully expended. As capital projects can be multi-year, funds appropriated by City Council can carry over to future years for projects not completed each year, at the discretion of the City Manager.

Basis of Accounting:**Governmental Funds:**

Governmental Funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year. Accordingly, real and personal property taxes are recorded as revenues and receivables when billed, net of allowances for uncollectible amounts. Property taxes not collected within 45 days after year-end are reflected as deferred revenues - uncollected property taxes. Sales and utility taxes, which are collected by the State or utilities and subsequently remitted to the City, are recognized as revenues and receivables upon collection by the State or utility, which is generally in the month preceding receipt by the City. Licenses, permits, fines and rents are recorded as revenues when received. Intergovernmental revenues, consisting primarily of federal, State and other grants for the purpose of funding specific expenditures, are recognized when earned or at the time of the specific expenditure. Expenditures are recorded as the related fund liabilities are incurred.

Proprietary Funds:

The accrual basis of accounting is used for the Utility Fund. Under the accrual method, revenues are recognized in the accounting period in which they are earned, while expenses are recognized in the accounting period in which the related liability is incurred.

Basis of Accounting vs. Basis of Budgeting

Budgets are prepared on the same basis of accounting used for financial reporting purposes (GAAP). There are some instances whereas the generally accepted accounting principles used for financial reporting purposes will differ from those used in budget preparation. Under GAAP reporting requirements changes in the fair market value of the City's investments are treated as adjustments to revenue at fiscal year-end, and those effects are not considered (or known) in the budget process. The other difference is the annual adjustment necessary to reflect the value of earned but unused vacation leave due to employees at fiscal year-end. Such amount would be paid upon an employee's separation from the City, but is not known or budgeted due to the unknown nature of employee's use of vacation leave.

BUDGET POLICIES**A. Financial Planning Policies:**

1. Balanced Budgets:
 - a. The general operating fund (General Fund) and the special local option sales tax fund (General Capital Improvement Program, or CIP), Utility Fund operating fund, and the Utility Fund CIP are subject to the annual budget process.
 - b. All operating and capital fund budgets must be balanced - total anticipated revenues plus fund balances or reserves brought forward must equal total estimated expenditures each year.
 - c. The Utility Fund (the City's only Enterprise Fund type) will be self-supporting.
 - d. All budgets will be formulated and adopted on the basis of accounting consistent with generally accepted accounting principles (GAAP).
 - e. The budget process will include coordinating development of the capital improvement budget with development of the operating budget.
2. Long-Range Planning:
 - a. Budgets will be adopted annually, taking into consideration input from all organizational levels of the City. The Planning Commission will review current and future capital improvement projects and make recommendations to staff for input to the annual budget document.
 - b. The long-term revenue, expenditure, and service implications of continuing or ending existing programs or adding new programs, services, and debt will be considered while formulating all budgets annually.
 - c. The City will assess the condition of all major capital assets, including buildings, roads, bridges, water and sewer lines, vehicles, and equipment annually.
 - d. To estimate the City's future financial position, the long-term impact of operating and capital spending will be analyzed five years forward, concurrent with the formulation of all budgets.
 - e. The General Fund will maintain a minimum of 35% of total operating revenues as its undesignated fund balance.
 - f. Fund Balance of the General Fund shall be used only for emergencies, non-recurring expenditures, or major capital purchases that can not be accommodated through current year savings.

B. Revenue Policies:

1. Revenue Diversification:

The City will strive to maintain a diversified and stable revenue system to protect the City from short-run fluctuations in any one revenue source and ensure its ability to provide ongoing services.

 - a. The City will identify all revenue and grant options available to the City each year.
 - b. All revenue collection rates, especially for real estate and personal property taxes, will be reviewed annually, and all efforts to maximize receipt of revenues due will be made by the Finance Department.
2. User Fees and Charges:

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of- living as well as changes in methods or levels of service delivery.

 - a. Rental of City properties – Charges will be reviewed annually and compared with

market rates for comparable space or property in the community. The City will consider annual escalator clauses in multi-year rental contracts to take into effect the impact of increases in the cost of living.

- b. Building permit and inspection fees will be reviewed annually.
 - c. Recreation program charges will be reviewed annually. In general, all efforts will be made to provide programs and activities at an affordable level for the residents of the Williamsburg area while still recovering a major portion of incidental costs of programs, not to include administrative costs or the use of facilities.
 - i. Charges for specialty classes such as yoga, aerobics, dance, dog obedience, etc. will be set at a level to encourage maximum participation, and also enable 75% to 80% of program receipts to be used to compensate instructors.
 - ii. Team sports participation fees will also be set to encourage maximum participation, with approximately 80% to 90% of charges being used to defray costs of officiating, prizes and awards, scorekeepers, and team pictures.
 - iii. Admission fees for the use of the Quarterpath Pool are intended to provide an affordable service to citizens. Fees are not intended to recover 100% of the costs of operating this facility. The City encourages individual and family seasonal membership passes at a minimum fee, which provide an even more affordable opportunity for residents to enjoy this outdoor facility during the summer months.
 - d. The City's Utility Fund will be self-supporting. Water and sewer charges will be reviewed annually and set at levels which fully cover the total direct and indirect costs - including operations, capital outlay, and debt service.
3. Use of One-time or Limited-time Revenues:
- a. To minimize disruptive effects on services due to non-recurrence of these sources, the City will not use one-time revenues to fund operating expenditures.

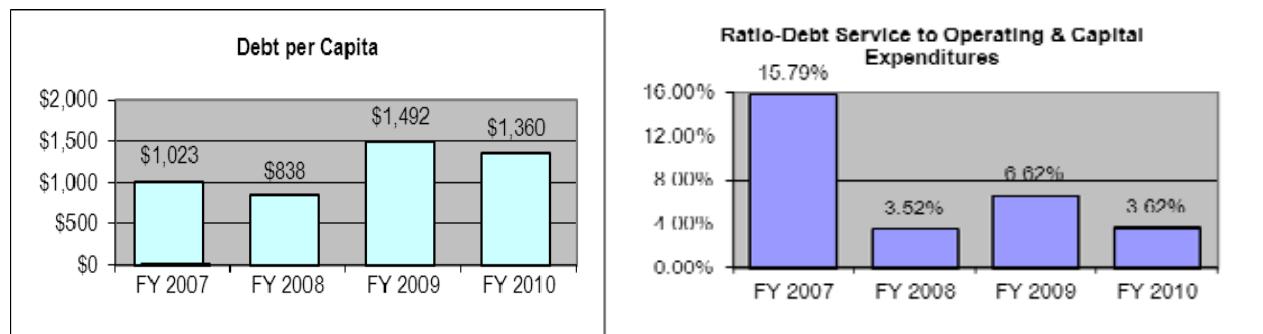
C. Expenditure Policies:

1. Operating/Capital Expenditure Accountability:
 - a. The City will finance all current expenditures with current revenues. The City will not short-term borrow to meet cash-flow needs.
 - b. Future operating costs associated with new capital improvements will be projected and included in operating budgets.
 - c. Capital improvement program budgets will provide for adequate maintenance of capital equipment and facilities and for their orderly replacement.
 - d. The budgets for all funds shall be controlled at the department level. Expenditures may not exceed total appropriations for any department without approval from the City Manager.
 - e. All operating fund appropriations will lapse at fiscal year-end. Any encumbered appropriations at year-end may be re-appropriated by City Council in the subsequent year. Multi-year capital improvement projects may be carried-forward in the subsequent year, at the discretion of the City Manager.
 - f. The City will include contingency line items in the General Fund, General CIP, and Utility Fund CIP, not to exceed \$200,000, to be administered by the City Manager, to meet unanticipated expenditures of a non-recurring nature.
 - g. The City will maintain a budgetary control system to ensure adherence to the budget

and will prepare and present to City Council monthly financial reports comparing actual revenues and expenditures with budgeted amounts.

D. Debt Policy:

1. The objective of the City's debt policy is to maintain the City's ability to incur present and future debt at the most beneficial interest rates in amounts needed for financing the adopted Capital Improvement Program without adversely affecting the City's ability to finance essential City services.
2. A five-year capital improvements program will be developed and updated annually along with corresponding anticipated funding sources.
3. Capital projects financed through either bank qualified loan or the issuance of bonded debt will be financed for a period not to exceed the useful life of the project.
4. Debt service principal payments will be scheduled in equal installments over the life of the indebtedness.
5. Requirements of continuing disclosure agreements for all bond issues will be complied with, including annual filing of audited financial statements and adopted budgets, to the Municipal Securities Rulemaking Board, and all national rating agencies which have assigned a bond rating for the City.
6. Pay-as-you-go financing will be the normal method of funding the capital program, with debt financing not to exceed the limits established below.
7. Actual ratios of per capita debt, and debt service to operating expenditures, and the not-to-exceed limit are shown below.



- Outstanding Debt per Capita (maximum): \$1,700 - \$2,400, including Utility Fund
- Ratio of Debt Service to Operating Expenditures includes capital projects.

E. Investment Policy:

In recognition of its fiduciary role in the management of all public funds entrusted to its care, it shall be the policy of the City that all investable balances be invested with the same care, skill, prudence and diligence that a prudent and knowledgeable person would exercise when undertaking an enterprise of like character and aims. Further, it shall be the policy of the City that all investments and investment practices meet or exceed all statutes and guidelines governing the investment of public funds in Virginia, including the Investment Code of Virginia and the guidelines established by the State Treasury Board and the Governmental Accounting Standards Board.

Copies of the City's comprehensive investment policy, including the objectives, allowable investments, quality, maturity restrictions, prohibited securities, and additional requirements are available at the Department of Finance.



City of Williamsburg

Fiscal Year 2012 Proposed Budget

Appendix

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SECTION VIII

<u>OUTSIDE AGENCIES</u>	ACTUAL FY 2010	ACTUAL FY 2011	REQUESTED FY 2012	PROPOSED FY 2012	% <u>INCREASE</u>
<u>HUMAN SERVICES AGENCIES:</u>					
AVALON	17,000	17,000	21,000	18,700	10.00%
COMMUNITY ACTION AGENCY	17,585	17,585	17,585	17,585	0.00%
HOSPICE OF WILLIAMSBURG	10,000	5,000	5,000	5,000	0.00%
PENINSULA AGENCY ON AGING	5,000	5,000	5,000	5,000	0.00%
COLONIAL C.A.S.A.	6,300	6,300	6,300	6,300	0.00%
WILLIAMSBURG AIDS NETWORK	1,800	1,800	0	0	-100.00%
UNITED WAY- INFO. AND REF. SVC.	6,300	6,300	6,500	6,500	3.17%
HISTORIC TRIANGLE SENIOR CENTER	12,777	10,000	10,113	10,000	0.00%
SENIOR SERVICES COALITION	2,250	0	1,000	0	-100.00%
PENINSULA CENTER FOR INDEP. LIVING	900	900	900	900	0.00%
BIG BROTHERS / BIG SISTERS	4,657	3,000	5,000	3,000	0.00%
HIST. TRIAN. SUBST. ABUSE COALITION	3,600	0	0	0	-100.00%
HIST. TRIAN. COMM. SVCS. COALITION	9,000	5,000	6,000	5,000	0.00%
CHILD & FAMILY CONNECTION	900	0	0	0	-100.00%
PENINS. COMM. ON HOMELESSNESS	2,759	2,759	2,759	2,759	0.00%
rita welsh adult skills program	500	500	1,000	500	0.00%
Sub-Total	101,328	81,144	88,157	81,244	0.12%
<u>HEALTH AGENCIES</u>					
LOCAL HEALTH DEPARTMENT	112,138	92,466	91,038	91,038	-1.54%
OLDE TOWN HEALTH CLINIC	83,430	83,430	83,430	83,430	0.00%
COLONIAL BEHAVIORAL HEALTH	245,860	245,860	258,153	245,860	0.00%
CHIP	19,349	19,349	19,349	19,349	0.00%
Sub-Total	460,777	441,105	451,970	439,677	-0.32%
<u>CULTURAL:</u>					
ARTS COMMISSION	130,780	120,000	120,000	120,000	0.00%
VA ARTS FESTIVAL	50,000	48,750	55,000	50,000	2.56%
VA SYMPH.-LK. MATOAKA CONCERT	10,000	5,000	5,000	5,000	0.00%
Sub-Total	190,780	173,750	180,000	175,000	0.72%

SECTION VIII

<u>OUTSIDE AGENCIES</u>	ACTUAL FY 2010	ACTUAL FY 2011	REQUESTED FY 2012	PROPOSED FY 2012	% <u>INCREASE</u>
<u>COMMUNITY AND ECONOMIC DEVELOPMENT AGENCIES:</u>					
COLONIAL WMSBG FOUNDATION	1,320,000	1,273,000	1,300,000	1,300,000	2.12%
CHAMBER & TOURISM ALLIANCE	880,000	677,000	725,000	650,000	-3.99%
WMSBG AREA DESTINATION MKTG	1,500,000	1,500,000 *	1,500,000	1,500,000	0.00%
WMSBG REDEV. & HOUSING AUTH.	35,000	0	0	0	0.00%
H.R. PLANNING DISTRICT COMM.	10,884	10,612	10,724	10,724	1.06%
PEN. COUNCIL FOR WORKFORCE DEV.	5,947	5,949	5,947	5,949	0.00%
H.R. ECON. DEV. ALLIANCE	11,812	11,857	12,093	11,857	0.00%
TNCC - HAMPTON CAMPUS	6,200	9,019	7,892	7,892	-12.50%
TNCC - DISCOVERY CTR LEASE	2,700	0	3,112	0	0.00%
TNCC - PWDC LEASE	10,500	10,500	10,500	10,500	0.00%
JAMESTOWN - YORKTOWN FOUND.	0	0	10,000	0	0.00%
COLONIAL SOIL & WATER CONSERV.	2,655	2,655	10,100	2,655	0.00%
H.R. PARTNERSHIP	5,050	4,900	4,900	4,900	0.00%
H.R. PARTNERSHIP-FILM OFFICE	5,000	0	0	0	0.00%
WILLIAMSBURG LAND CONSERVANCY	9,500	5,000	10,000	5,000	0.00%
HERITAGE HUMANE SOCIETY	15,200	14,000	14,484	14,000	0.00%
FARMERS' MARKET	3,800	3,800	3,800	3,800	0.00%
CROSSROADS	0	2,500	5,000	2,500	0.00%
HISTORIC TRIANGLE COLLABORATIVE	7,000	7,000	6,650	6,650	-5.00%
FEDERAL FACILITIES ALLIANCE	6,645	6,479	6,479	6,479	0.00%
HOTEL & MOTEL ASSOCIATION	0	0	325,000	0	0.00%
NASA AERONAUTICS SUPPORT TEAM	0	0	10,000	0	0.00%
NIGHTINGALE AIR AMBULANCE	0	0	100,000	0	0.00%
GREEN JOBS ALLIANCE	0	0	2,714	0	0.00%
SUB-TOTAL	3,837,893	3,544,271	4,084,395	3,542,906	-0.04%
<u>TRANSPORTATION:</u>					
WILLIAMSBURG AREA TRANSPORT	265,000	265,000	265,000	265,000	0.00%
N.N. / WMSBG INT. AIRPORT	4,245	4,245	4,717	4,245	0.00%
VIRGINIANS FOR HIGH SPEED RAIL	4,750	4,500	4,500	4,500	0.00%
SUB-TOTAL	273,995	273,745	274,217	273,745	0.00%
TOTAL CONTRIBUTIONS TO AGENCIES	<u>4,864,773</u>	<u>4,514,015</u>	<u>5,078,739</u>	<u>4,512,572</u>	<u>-0.03%</u>

* All \$2/night Lodging Tax Receipts passed-thru to Williamsburg Area Destination Marketing Committee

NAME OF ORGANIZATION		CATEGORY OF SERVICE	# CITY RESIDENTS SERVED	TOTAL SERVED 7/09 - 6/010	% CITY RESIDENTS	PROJ. # CITY RESIDENT	PROJ. # CITY RESIDENT	ACTUAL BUDGET FY11	TOT. PROJ BUDGET FY2012	City Funds Rec'd FY2011	NEW CITY REQUEST FY2012	FY2012 FUNDS RECOMMENDED
I. CURRENTLY FUNDED AGENCIES												
Avalon: A Center for Women & Children	A. Residential Services and School Based Counseling for women	51	261	20%	55	55	\$958,254.00	\$986,594.00	\$17,000.00	\$21,000.00	\$18,700.00	
Big Brothers Big Sisters	Community/School Based Mentoring Program	66	249	27%	60	65	\$364,732.00	\$364,732.00	\$3,000.00	\$5,000.00	\$3,000.00	
CAA/ Community Action Agency Inc.	General Support: Head Start, Youth, Neighborhood	421	3145	13%	463	475	\$2,458,226.00	\$2,454,024.00	\$17,585.00	\$17,585.00	\$17,585.00	
CASA: Colonial Court Appointed Special Advocate Program, Inc.	Child Advocacy Services to Juvenile Court, Home Studies,	22	152	14%	25	25	\$230,000.00	\$230,000.00	\$6,300.00	\$6,300.00	\$6,300.00	
Community Services Coalition, INC	Provides multi-door services center for area agencies	5031	28,983	17%	5,451	5,826	\$240,322.00	\$244,662.00	\$5,000.00	\$6,000.00	\$5,000.00	
Historic Triangle Senior Center Association, Inc.	A. Senior Center Activities B. RIDES Pgm	118	885	13%	168	95	\$336,030.00	\$345,450.00	\$10,000.00	\$10,113.00	\$10,000.00	
Hospice Support Care of Williamsburg	Palliative & Support Care for term-ill & Families	187	1201	16%	189	184	\$781,027.00	\$776,533.00	\$5,000.00	\$5,000.00	\$5,000.00	
Insight Enterprises, Inc Pen. Ctr. for Independent Living	Community-based Services for disabled	27	1182	2%	25	25	\$750,523.00	\$669,214.00	\$900.00	\$900.00	\$900.00	
Peninsula Agency on Aging, Inc.	A. Agency on Aging, Long Term Care, SHARP etc.	111	4082	3%	111	111	\$3,092,086.00	\$2,884,085.00	\$5,000.00	\$5,000.00	\$5,000.00	
Rita Welsh Adult Literacy Program	Literacy, ESL, Tutoring, etc.	87	435	20%	61	115	\$315,500.00	\$315,500.00	\$500.00	\$1,000.00	\$500.00	
Senior Services Coalition Inc.	Coordinating Council for Providers & Seniors	N/A	N/A	N/A	N/A	N/A	\$32,550.00	\$33,750.00	\$0.00	\$1,000.00	\$0.00	
WAN-Williamsburg AIDS Network	HIV/AIDS Education & Testing	No Application Rec'd*							\$1,800.00	\$0.00	0*	
United Way of Greater Williamsburg	Information and Referral Service; Homelessness intervention & outreach	205	1397	15%	157	247	\$1,595,353.00	\$1,601,454.00	\$6,300.00	\$6,500.00	\$6,500.00	
Sub-total page 1												

NAME OF ORGANIZATION		CATEGORY OF SERVICE	# CITY RESIDENTS SERVED	TOTAL SERVED 7/09 - 6/010	% CITY RESIDENTS	PROJ. # CITY RESIDENT	PROJ. # CITY RESIDENT	ACTUAL BUDGET FY11	TOT. PROJ BUDGET FY2012	City Funds Rec'd FY2011	NEW CITY REQUEST FY2012	FY2012 FUNDS RECOMMENDED
II. CURRENTLY FUNDED HEALTH AGENCIES												
CDR: Child Development Resources	B. Comprehensive Health Investment Project (CHIP)	36	138	26%	34	35	\$314,870.00	\$330,193.00	\$19,349.00	\$19,349.00	\$19,349.00	
Williamsburg Area Medical Assistance Corp. (Olde Towne Medical Center)	Primary Care, Dental, and Related Health Services for Area	918	4,249	22%	995	1,005	\$2,271,871.00	\$2,304,917.00	\$83,430.00	\$83,430.00	\$83,430.00	
Sub-total Health-related Agencies								\$2,586,741.00	\$2,635,110.00	\$102,779.00	\$102,779.00	\$102,779.00
III. REGIONAL AGREEMENTS												
Peninsula Commission On Homelessness (N.N.)	Joint locality support for homeless & multi-information system on Peninsula									\$2,759.00	\$2,759.00	\$2,759.00
Sub-total Regional Agreements										\$2,759.00	\$2,759.00	\$2,759.00
IV. NEW REQUESTS*												
Sub-total New Requests								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GRAND TOTAL (I, II, III, IV)										\$183,923.00	\$190,936.00	\$184,023.00
										PRESENTLY FUNDED AGENCIES ('11)	NEW REQUESTS FY 2012	RECOMMENDATION
										I. Total from pg 1	\$78,385.00	\$85,398.00
										II. Health-related Agencies pg 2	\$102,779.00	\$102,779.00
										III. Regional Agreements	\$2,759.00	\$2,759.00
										IV. New Requests	\$184,023.00	\$184,023.00
										Grand Total	\$183,923.00	\$190,936.00
										Total Increase/decrease for FY12		\$100.00



The Colonial Williamsburg Foundation

SENIOR VICE PRESIDENT FOR EXTERNAL AFFAIRS AND SECRETARY

January 20, 2011

Dear Phil:

Thank you for your letter regarding the City's planning for the fiscal year beginning July 1, 2011, and for the invitation to the Colonial Williamsburg Foundation to participate in the City's budget process. We are most grateful for City Council's support of the Foundation's marketing efforts in the past – a partnership spanning more than twenty years – and for Council's consideration of support for our current marketing initiatives.

I am pleased to report that the response to our new marketing campaign which launched last year, *Be Part of the Story*, has been strong, despite the challenges of the economic climate. Paid attendance in 2010 was up 4% over the prior year and our hotels reported better than expected results in leisure and conference segments. Visitors from the key markets that drive visitation to the Williamsburg area (e.g., New York, Philadelphia, Baltimore, Washington, D.C., and Raleigh- Durham), reacted positively to the campaign, as evidenced by dramatic spikes in response once the campaign was fully launched. Television ads are the most visible part of our integrated marketing campaign, which also includes online advertising, direct mail, radio, public relations, special events, and partnerships. With our rich content and diverse programming, social media also is a powerful communication tool for the Foundation and its followers, as evidenced by the growing number of fans on our Facebook page, followers on Twitter, and views on our You Tube channel.

Visitation from Richmond to Norfolk increased due to our promotion of cultural events such as museum openings, the guest artist program, concerts in conjunction with Virginia Arts Festival, and our partnership with An Occasion for the Arts. Local residents continue to enjoy our golf courses, spa, stores, restaurants, and taverns, as evidenced by positive performance in those channels as well. The number of Good Neighbors is increasing, and we received an extremely favorable response to our fourth quarter *Bring-a-Friend* campaign.

Last year we extended our advertising campaign into fourth quarter supporting a strategic approach to Christmas visitation through coordination with Busch Gardens and the Chamber and Tourism Alliance. As a result, ticket sales remained strong through the end of the year, and our holiday programs and dining events reached capacity. We will extend this collaborative approach to Christmas this year.

Our 2011 marketing campaign continues the theme of *Be Part of the Story*. The online ads describe reasons to visit during the winter season and preview some of the exciting new programs we have planned for 2011. As in past years, our early message is designed to reach couples, the segment with the highest visitation during the first quarter. On March 1, our advertising designed for families starts with a new broadcast spot called *Celebrate!* The 2011 plan includes a strong presence in traditional media (e.g. television, radio, and newspaper), but we have shifted more resources to online advertising. We are planning new initiatives in mobile communications, as smart phones play an increasingly important role in trip planning. And, because peer reviews significantly influence travel decisions, particularly for families, we are investing more in social media.

While we are cautiously optimistic about our results, we are also realistic about the challenges presented by the economy's slow recovery. Consumer confidence affects leisure travel sentiment, and that is something we monitor. While the number of likely visitors who plan to travel is soft, due to worries about jobs and the economy in general, we also see evidence that our historical and cultural offerings resonate with travelers. Our research shows that families are looking for value, as defined by comprehensive, memorable experiences, and will travel for those experiences—something that Colonial Williamsburg and our destination offer.

We respectfully submit a request for funding in fiscal 2012 in the amount of \$1.3 million. This figure would comprise an important component of the Foundation's media expenditure planned for 2011, with any funds forthcoming dedicated to the purchase of media in the various distribution channels described above, aimed at attracting travelers to the destination. We are mindful of the financial pressure the City is addressing, with many compelling programs to fund in order to support the needs of its citizens. Accordingly, we are grateful for any funding that the City can invest in Colonial Williamsburg's marketing program.

We look forward to discussing this request with members of Council and City staff during an upcoming budget work session on March 21. As we have done in the past, we will provide additional information about our marketing plans

to assist in the discussion. In the interim, please do not hesitate to contact me at 220-7164, Mark Duncan at 220-7217 or Sally McConnell at 220-7471 should you have any questions relating to this request.

Thank you again for consideration of this funding request and for the strong and valued relationship between the City and the Colonial Williamsburg Foundation.

Sincerely,



John S. Bacon

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Copies to:

Mr. Jackson C. Tuttle
Mr. Colin G. Campbell
Mr. Mark D. Duncan
Ms. Sally M. McConnell



January 20, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette St.
Williamsburg, VA 23185

Dear Phil:

Thank you for the opportunity to submit our funding request for the July 2011 through June 2012 period. Enclosed is the information you specified in your letter of November 30, 2010.

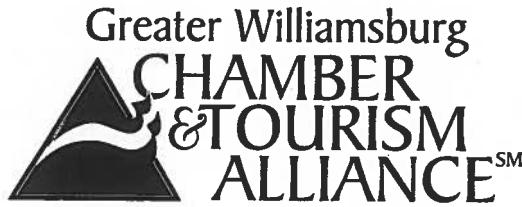
We appreciate the support the City has provided to the Alliance over the years. We could not operate without it. We believe our activities are in the best interests of the City and its business community.

Please don't hesitate to call if I can answer any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard A. Schreiber".

Richard A. Schreiber
President & Chief Executive Officer



Request for Funding Support July 2011 – June 2012

Amount of Request: \$725,000

Relationship to prior year: +\$48,000 or +7%

Rationale: During the past year, the Alliance has embarked upon new tourism marketing initiatives that are already showing promise. These initiatives include three seasonal efforts – Gardens, Arts and Christmas – sports marketing and the Civil War 150th. To augment our efforts, we have formed or are in process of forming partnerships with the EDA, the Arts Commission and other organizations to leverage funds invested in us by the City. However, owing to funding limitations occasioned by economic conditions, we have been prevented from supporting these initiatives equally and, more importantly, at levels that we believe are necessary to reap the benefits they are designed to bring to the City. We will discuss this in more detail in this document. These activities will remain our priority for the next fiscal year. Our Annual Plan accompanies this request. It reflects our goals and plans.

Alliance By-Laws Goals:

- Encourage growth of existing and new businesses
- Coordinate the efforts of those involved in commerce, industry or professions
- Promote the area as a year-round tourism destination
- Support activities believed to be beneficial to the area

We focus our work in two areas to achieve these goals: destination marketing and business services.

Destination Marketing Activities:

This has been a year of important change for the Alliance. We determined to develop marketing programs that would add a dimension to those of others involved in marketing the Williamsburg destination, including the major

attractions, timeshares and the Williamsburg Area Destination Marketing Committee (WADMC). Together, they are investing many millions of dollars in “general” destination marketing. The Alliance plan for this year has emphasized the niches that can augment the efforts of others, thereby adding a new dimension to our destination’s marketing.

- Specifically, we identified three months during the year when visitation is below average, but with conditions that suggest they could be stronger. Those months are December, during which our major attractions have significant product offerings related to Christmas, mid-April through May when the gardens of Williamsburg are in magnificent bloom, and September when the weather is beautiful and we already have a number of events related to the arts.

Christmas was the first effort. We invested \$140,000 to advertise Christmas in Williamsburg on television and radio in the Washington DC market, reaching 97% of households with women ages 25 – 54 over 10 times during a four-week period. The results are encouraging: more than 20,000 individuals visited the web site we created to share information about what to see and do during December. Colonial Williamsburg has indicated to us that its web traffic for Christmas increased by over 50% and **Christmas in Williamsburg** and **Williamsburg Christmas**, our two web addresses, were among the highest phrases used. And, we learned lessons that can make the program even more effective next year.

The Leisure Travel Committee we created during the year is working on **Gardens and Arts**. We will utilize a similar program for the Arts in September, but will be restricted to only web-based efforts for Gardens owing to the lack of funding.

We are in process of forming partnerships with the three EDAs to provide funding for part-time help in organizing and managing the many events that will be associated with Arts Month in September. Under the proposed arrangement, the EDAs and Alliance would each provide funding for this assistance, as well as some to help incent others to create events that will add to the month’s offerings.

- We created a sports committee, **SportsWilliamsburg**, to develop marketing programs to increase the number of sports groups coming to Williamsburg. As part of that committee's activities, we created a \$75,000 grant fund to provide incentives to groups to bring events here. A member of the City EDA serves on the Grants Committee.

We have so far made grants to two organizations that will be announcing events shortly, and we believe this initiative will reap meaningful benefits for City businesses.

- We have been engaged in helping to develop information and materials to highlight the **Sesquicentennial of the Civil War**. The web site we developed is almost complete. A rack brochure is in development and should be available prior to Easter school vacations. A new group tour flyer is complete.
- We have created a window cling for City businesses that includes our new mobile web site address (www.wmsbg.mobi.com) and QR code. These take the visitor to specific information about dining, shopping, attractions and lodging. Mobile devices are the wave of the future and can serve as a virtual visitor center. We are one of the first organizations of our type providing vital information to the millions who use these devices, making information about City businesses easily available.
- We continue to be the organization that trains Virginia Welcome Center staff, as well as AAA staff from New York through North Carolina. We maintain a major presence in the Interstate 64 Welcome Center and install seasonal displays in other centers across the state. We coordinate a Williamsburg presence at trade shows aimed at attracting groups and conferences. We maintain the Williamsburg Weekends web site.
- We provide significant staff support to WADMC, both on the Marketing Resource Task Force and in coordinating WADMC public relations.

All of these activities are conducted by the Alliance through the City's investment in us. All of these activities are exclusive to the Alliance. Were we

not able to continue them, they would be abandoned at what we think would be great cost to City businesses and City revenues.

Business Services:

Our work divides itself into three categories: advocacy, education/ training and networking. Each of these activities supports the needs of a certain number of members. Together, they provide a comprehensive array of services of value to our 800+ members.

- Our **advocacy** efforts take place at the State level as well as locally. During the past year, we were instrumental in working against changes to the post-Labor Day school opening. We are actively opposing change again at this time. We were active in working to maintain ferry service and to re-open rest stops. We have joined with many other organizations in seeking commitment to transportation legislation.

On the local level, our efforts are aimed at sharing the views of the business community when those views are appropriate and useful to local elected officials. We were actively engaged in the comprehensive planning process and are now involved in recommending ordinance provisions. We will shortly begin work to be of assistance to all three municipalities as comprehensive planning takes place in 2012. Planners and elected officials take great pains to include views of the citizenry in considerations. We consider it our obligation to bring to them views of the business community.

An educational liaison sub-committee of our Government Affairs Committee has worked diligently with the school system to develop new career paths for high school students. Our relationship with the schools continues to grow stronger and we anticipate more significant results in the future.

Finally, we have created a section on our web site to support the efforts of the City's development department. Through a partnership with

William & Mary, the data on this site, which includes extensive demographic information not available elsewhere, is updated annually.

We believe our advocacy activities directly benefit the City through supporting its economy.

- **Education and training efforts** are led through partnerships with William & Mary and SCORE. Through these partnerships, we offer small business quality educational programs that can help them improve their businesses.

We serve as the home for SCORE and the Small Business Development Center of Hampton Roads, providing them with rent-free office space and use of business equipment. We also provide rent-free space to the Historic Triangle Collaborative.

We oversee Leadership Historic Triangle and Community Leadership Service, two training programs for motivated members of the community.

We serve as fiscal agent for the Williamsburg Area Destination Marketing Committee, the Historic Triangle Collaborative and the Williamsburg Area Golf Association.

- **Networking** is a particularly important means of building business for many City businesses. To assist, we host monthly speed networking sessions, monthly business after hours and business before hours sessions, five networking groups and five special events during the year. Each of these activities is important to a portion of the business community. In fact, this year's recipient of our Business of the Year award, Computer Concepts, has credited his 50% growth to his involvement in these activities.

Funding:

Current year revenue sources are as follows:

	<u>Amount</u>	<u>Percent</u>
Membership dues/ fees	\$ 709,927	27%
City of Williamsburg	\$ 677,000	26%
James City County	\$ 875,000	33%
York County	\$ 360,475	14%

Note: municipal funding is the amount invested July 2010 through June 2011.

Point of contact: Richard A. Schreiber 476-6820 or Schreiber@williamsburgcc.com



STAN D. CLARK, CHAIRMAN • THOMAS G. SHEPPERD, JR., VICE CHAIR • JAMES O. McREYNOLDS, TREASURER
DWIGHT L. FARMER, EXECUTIVE DIRECTOR/SECRETARY

January 10, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

RE: FY 2012 DRAFT Budget Request

Dear Mr. Serra:

The Hampton Roads Planning District Commission (HRPDC) and the Hampton Roads Transportation Planning Organization (HRTPO) have not yet formulated their FY 2012 budgets. As your City Manager, as well as members of your City Council, on our Boards, they are aware that our figures will not be submitted to them for review and approval until after February 2011, once the Boards meet for their annual retreats.

As of now, please use the attached figures as a placeholder only in your FY 2012 budget, knowing that there may be a variance once our budgets have been approved. In particular, the Directors of Utilities and Regional Stormwater Management Committees are in the midst of developing their programs and budgets for the upcoming year. I have attached a DRAFT FY 2012 Local Jurisdictions' Contributions sheet for your reference.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Nancy K. Collins
Chief Financial Officer

NKC/fh

Attachment

HAMPTON ROADS PLANNING DISTRICT COMMISSION

Local Jurisdiction Contributions

FISCAL YEAR 2012

** DRAFT ** BUDGET

JURISDICTION	Population	Per Capita	Non-Jurisd.)	670500 Municipal Construction Standards Committee (MCSC)	398700 Metropolitan Medical Response System (MMRS)	*****WATER AND STORM WATER PROGRAMS*****					GRAND TOTAL
						FINAL 2008 *	100000 MEMBER CONTRIBUTIONS	\$0.82	Regional Water Programs	Regional Storm Water Programs	Regional Storm Water Legal Support
Chesapeake	217,547	\$178,389	\$6,962	\$43,509	64,724	34,189	10,000	12,865	18,349	18,349	\$368,986
Franklin	8,386	6,877	\$268	1,677	6,349	1,436		535	1,072	1,072	\$18,215
Gloucester County	36,161	29,652	\$1,157	7,232	8,276	7,956		0	384	384	\$54,657
Hampton	144,479	118,473	\$4,623	28,896	8,525	25,383	10,000	9,232	14,296	14,296	\$219,427
Isle of Wight County	34,687	28,443	\$1,110	6,937	6,399	14,486	4,000	2,179	685	685	\$64,239
James City County	62,631	51,357	\$2,004	12,526	22,287	22,593	4,000	3,830	5,467	5,467	\$124,065
Newport News	193,212	158,434	\$6,183	38,642	0	30,957	10,000	11,678	15,070	15,070	\$270,965
Norfolk	236,106	193,607	\$7,555	47,221	67,713	36,459	10,000	15,103	19,095	19,095	\$396,753
Poquoson	11,815	9,688	\$378	2,363	3,452	7,905	4,000	762	1,462	1,462	\$30,010
Portsmouth	97,626	80,053	\$3,124	19,525	35,074	19,686	10,000	6,264	10,030	10,030	\$183,757
Southampton County	19,341	15,860	\$619	3,868	4,570	3,207		1,213	413	413	\$29,751
Suffolk	82,344	64,186	\$2,635	16,469	27,621	28,760	4,000	0	6,251	6,251	\$149,923
Surry County	7,121	5,839	\$228	1,424	0	866		446	0	0	\$8,803
Virginia Beach	432,696	354,811	\$13,846	86,539	134,645	60,410	10,000	0	39,903	39,903	\$700,154
Williamsburg	13,410	10,724	\$429	2,682	7,119	8,370	4,000	850	874	874	\$35,048
York County	65,029	53,324	\$2,081	13,006	5,887	23,661	4,000	4,097	5,972	5,972	\$112,028
Smithfield	0	0	\$0	0	2,421	4,286	0	0	899	899	\$7,606
HRSD	0	0	\$5,000	0	10,000	0	0	0	144,191	144,191	\$159,191
NN Water Works	0	0	\$2,500	0	120,504	0	0	0	0	0	\$123,004
TOTAL	1,662,591	\$1,359,717	\$60,703	\$332,518	535,566	330,610	84,000	69,054	284,414	284,414	\$3,056,581

* 2009 figures released in January 2011.



December 7, 2010

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Mr. Serra,

The following information is provided to support our financial request of **\$5,947** from the City of Williamsburg for fiscal year 2012. I am enclosing a copy of our current budget for your information.

The Council is a regional, non-profit public/private partnership whose primary mission is to identify the workforce needs of Peninsula-based employers. Our workforce innovations provide solutions to ensure that we have a highly skilled workforce to meet the needs and build economic wealth in our region. The residents of the City of Williamsburg will benefit from the training and educational programs that are offered as a result of the regional workforce development system.

The Council continues to implement and enhance this workforce development system. As of July 1, 2008, the Council and the Greater Peninsula Workforce Development Consortium completed its consolidation into one cohesive organization and one solidified staff. This consolidation will result in a significant increase in system-wide efficiencies. It will also leverage additional resources to expand and increase the impact of our workforce development initiatives. Specifically, the Council and its network of workforce partners offer the following:

- **Workforce Services** – employment and training services are provided through a vast network of workforce experts and Peninsula Worklink One-Stop Career Centers.
- **Workforce Initiatives** – creating a pipeline of workers and growing the talent of our existing workforce takes place through many creative initiatives and programs.
- **Workforce Resources** – our employer surveys and demand labor market studies keep the Greater Peninsula abreast of workforce trends, challenges and solutions.
- **Workforce Partnerships** – economic developers, educators and businesses all connect through our many innovative partnership opportunities to build a talented workforce.

The Council has also placed a very high priority on providing guidance and direction to the region's youth to assist them in their planning for future careers and vocations. The Council is providing key leadership for various youth initiatives, such as the Youth Career Cafes, in partnership with the region's school systems, colleges and universities and the employer community.

Financial Request Background

On April 1, 2005, the Peninsula Council for Workforce Development became the new organizational name as a result of the merger of the Peninsula Alliance for Economic Development's marketing and business attraction program/staff with the Hampton Roads Economic Development Alliance. In addition to the mission and name change, the member cities and counties agreed to split their total contributions between the Council and Hampton Roads Economic Development Alliance. The Council's portion was approved at \$.51/per capita by each locality based on available census data.

During the current year, the Council requested the following income from the local governments based on a \$.51/per capita and using 2004 census date:

Hampton	74,435
Newport News	92,775
Poquoson	5,847
Williamsburg	5,947
Gloucester	19,006
James City County	28,306
York County	31,051

It should be noted here, that while updated census data is available, the Council continues to use the lower 2004 census data in consideration of the challenging current financial situation.

In addition to local government support the Council expects to receive the following income from other funding sources supporting an estimated budget totaling \$766,964:

General Members/Private Sector	\$132,000
Federal Grant/Other Income	\$260,821
Grants and Special Contributions	\$125,768

Supporting our Accomplishments and Achievements:

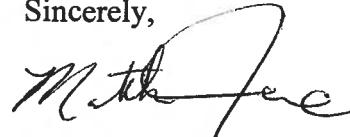
As discussed in our enclosed 2009/2010 Annual Report, the Council has accomplished many achievements over the past year as a result of the continued support from the localities and other partners. Significant achievements include the continued outstanding performance by Peninsula Worklink One Stop, which served over 15,875 individuals and exceeded all 17 state performance requirements and the Youth Career Cafes, which had over 4,480 students visit.

The Peninsula Council's efforts to elevate and improve workforce development on the Peninsula include collaboration with a wide variety of entities including the Chambers of Commerce, colleges and universities, and numerous private businesses across the region. In its various activities, the Council partners with a host of other organizations such as Thomas Nelson Community College, New Horizons Regional Education Center, Hampton Roads Economic Development Alliance, the city and county economic development agencies and others such as the Hampton Teen Center, Boys and Girls Clubs, Virginia Employment Commission, Virginia Workforce Council and the Hampton Roads Partnership.

The Council, with its partners, has received numerous awards and recognition on a state and national level indicating that the Council is an outstanding model for public and private individuals and organizations working together and combining resources to achieve common workforce development goals and objectives. These awards include the Virginia Workforce Council Incentive Awards in all four categories, the National Association of Workforce Boards' W. O. Lawton One Stop Award, and a Workforce Innovation in Regional Economic Development (WIRED) Grant from the Department of Labor.

We truly appreciate the continued support and participation that is provided by the City of Williamsburg. We will continue to ensure that the financial resources that you provide to us will be used to achieve optimum benefit for the City. Please let me know if you have any questions or require additional information.

Sincerely,



Matthew James
President & CEO

Enclosure

cc: Jackson C. Tuttle, II
City Manager



January 21, 2011

phone 757 627 2315
toll-free 800 423 5068
fax 757 623 3081
url hreda.com

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Philip,

The Hampton Roads Economic Development Alliance (HREDA) is a non-profit, public-private partnership that markets Virginia's Hampton Roads region as the preferred location for business investment and expansion. All HREDA business attraction initiatives and activities are designed to promote the jurisdictions of Chesapeake, Franklin, Gloucester County, Hampton, Isle of Wight County, James City County, Newport News, Norfolk, Poquoson, Portsmouth, Southampton County, Suffolk, Virginia Beach, Williamsburg and York County, Virginia.

Traditionally, HREDA has requested \$1.00 per capita funding from each Hampton Roads community. In light of the current economic challenges and the budget constraints our public partners are facing, HREDA will apply a voluntary budget reduction of 5% to our request for the upcoming fiscal year. However, we do anticipate returning to the normal \$1.00 per capita request during the 2012-2013 budget cycle. Accordingly, please accept this letter as a formal request for the City of Williamsburg to include \$0.95 per capita funding for HREDA in the City's 2011-2012 budget. Based on the US Census Bureau's population for 2009, the total amount requested is \$12,092.55.

As one of the fifteen member jurisdictions represented by HREDA, the City of Williamsburg is an active participant in marketing and business recruitment efforts resulting in additional employment and capital investment.

We certainly appreciate Williamsburg's support of the Hampton Roads Economic Development Alliance, and we look forward to continuing the excellent working relationship we have established with your Economic Development Department.

Please do not hesitate to contact me should you have any questions regarding this request, or should you require any additional information.

Sincerely,

Sarah C. Moro
Director, Investor Relations



VICE PRESIDENT FOR FINANCE AND ADMINISTRATION
HAMPTON CAMPUS

January 25, 2011

Mr. Jackson Tuttle
City Manager
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Re: Fiscal Year 2012 Locality Budget Request to Williamsburg

Dear Mr. Tuttle:

I would like to take this opportunity to thank you for Williamsburg's continued support of Thomas Nelson Community College. It is the investment by our localities that puts the emphasis on the "community" within this college.

As was discussed at our luncheon held on January 20, I am sending you the FY12 budget request for contributions from your locality which will support TNCC's local site improvements and lease support for the Peninsula Workforce Development Center (PWDC) and the Discovery Center located in Williamsburg.

1.	Local Capital Support	\$7,892
2.	PWDC Lease Share	\$10,500
3.	Discovery Center Lease Share	\$3,112
	Total	\$21,504

In light of the continuing budget challenges experienced by our neighboring localities, Thomas Nelson Community College will delay the last year of the five year commitment of the 10-percent increase requested at and agreed to at the January 2005 meeting.

City of Williamsburg
January 25, 2011
Page 2

On behalf of President Alvin J. Schexnider and the students and staff, I thank you for your continued support both for the local capital funds and for the other contributions you have made. Should you have questions on this budget request, please feel free to contact me at 757-825-2717.

Sincerely yours,



Charles A. Nurnberger
Vice President for Finance and Administration

/gfm

cc: Mr. Albert Louer, College Board
Dr. Alvin J. Schexnider, President
Ms. Teresa Bailey, Associate Vice President for Financial Services
Mr. Philip Serra, Director of Finance

Thomas Nelson Community College
FY 2012 Total Requested Contribution

FY2012
(Fall 10 HC)

Hampton

Site Improvement	\$	167,976
Discovery Center Lease	\$	15,561
PWDC Lease	\$	73,500
TOTAL		\$257,037

Newport News

Site Improvement	\$	220,962
Discovery Center Lease	\$	20,747
PWDC Lease	\$	73,500
TOTAL		\$315,209

Poquoson

Site Improvement	\$	14,655
Discovery Center Lease	\$	2,074
PWDC Lease	\$	10,500
TOTAL		\$27,229

York County

Site Improvement	\$	81,170
Discovery Center Lease	\$	31,121
PWDC Lease	\$	21,000
TOTAL		\$133,291

Williamsburg

Site Improvement	\$	7,892
Discovery Center Lease	\$	3,112
PWDC Lease	\$	10,500
TOTAL		\$21,504

James City County

Site Improvement	\$	71,024
Discovery Center Lease	\$	31,120
PWDC Lease	\$	21,000
TOTAL		\$123,144

Total Site Improvement	\$	\$563,679
Total Discovery Ctr Lease*	\$	103,735
Total PWDC Lease	\$	210,000
TOTAL	\$	877,414

* 3% increase

FY 2011 - Requested vs Approved Budgets from Localities

Locality	Requested	Approved
Hampton		
Site Improvement	\$ 166,285	\$ 169,104
Discovery Center	\$ 15,107	\$ 15,107
PWDC	\$ 73,500	\$ 73,500
	\$ 254,892	\$ 257,711
Newport News		
Site Improvement	\$ 220,399	\$ 220,399
Discovery Center	\$ 20,143	\$ 20,143
PWDC	\$ 73,500	\$ 73,500
	\$ 314,042	\$ 314,042
Poquoson		
Site Improvement	\$ 16,910	\$ 17,026
Discovery Center	\$ 2,014	\$ 2,014
PWDC	\$ 10,500	\$ 10,500
	\$ 29,424	\$ 29,540
York County		
Site Improvement	\$ 82,297	\$ 82,242
Discovery Center	\$ 30,215	\$ 30,215
PWDC	\$ 21,000	\$ 21,000
	\$ 133,512	\$ 133,457
Williamsburg		
Site Improvement	\$ 9,019	\$ 9,019
Discovery Center	\$ 3,021	\$ -
PWDC	\$ 10,500	\$ 10,500
	\$ 22,540	\$ 19,519
James City County		
Site Improvement	\$ 64,823	\$ 46,153
Discovery Center	\$ 30,215	\$ 30,215
PWDC	\$ 21,000	\$ 21,000
	\$ 116,038	\$ 97,368
Site Improvement	\$ 559,733	\$ 543,943
Discovery Center	\$ 100,715	\$ 97,694
PWDC	\$ 210,000	\$ 210,000
TOTALS	\$ 870,448	\$ 851,637

THOMAS NELSON COMMUNITY COLLEGE
LOCAL ALLOCATION OF NON-STATE CAPITAL FUNDS

Locality	Fall 2010 Headcount	Total Headcount %	Local Headcount %	FY 2012
Hampton	2,953	26.6%	29.8%	\$167,976
Newport News	3,881	34.9%	39.2%	\$220,962
Poquoson	261	2.3%	2.6%	\$14,655
York County	1,420	12.8%	14.4%	\$81,170
Williamsburg	135	1.2%	1.4%	\$7,892
James City County	1,244	11.2%	12.6%	\$71,024
Jurisdictional Total	9,894	89.0%	100.0%	\$563,679
Out of District	1,157	10.4%		
Out of State/Country	66	0.6%		
Total Other	1,223	11.0%		
Total Headcount	11,117	100.0%		

LOCAL PROJECTS DESCRIPTION

Site Improvements

This capital fund request will focus on the general improvement of Thomas Nelson Community College's exterior campus. These funds are needed since no state funding is appropriated for campus improvements five (5) feet and beyond the perimeter of a campus building. This request will provide funding for the college's exterior infrastructure improvement and landscaping/exterior enhancement projects as identified in the college's Master Landscaping Plan and/or the Local Board's Local Capital Improvement Plan. It will also provide funds towards the site improvement requirements of the buildings identified in the Historic Triangle Campus and the Hampton Campus Master Plans.



An Agency of the
Commonwealth of Virginia

Accredited by the
American Association
of Museums

H. Benson Dendy III
Chairman

Suzanne O. Flippo
Vice Chairman

Janet D. Howell
Secretary

M. Kirkland Cox
Treasurer

Philip G. Emerson
Executive Director

Jamestown-Yorktown Foundation

P.O. Box 1607, Williamsburg, Virginia 23187-1607

(757) 253-4838

(757) 253-5299 Fax

(757) 253-5110 TDD

www.historyisfun.org

January 21, 2011

Mr. Philip F. Serra, Jr.
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, Virginia 23185-3617

Dear Phil:

Enclosed are two (2) copies of the Jamestown-Yorktown Foundation's funding request for FY2012. Our proposal seeks \$10,000 to support the upcoming special exhibition, "A Window to the 17th Century," at Jamestown Settlement. Special, changing exhibitions provide important educational resources for local schools, enrich the cultural opportunities available to residents of the City of Williamsburg, and attract new and repeat visitors to the Historic Triangle.

Our sincere appreciation is extended to the City for your partnership and for your careful consideration of our request. Please let us know if you have any questions or would like additional information.

Sincerely,

Philip G. Emerson

PGE/jsd

Enclosures

cc: The Honorable Clyde Haulman
 Mr. Jackson C. Tuttle II



**FUNDING REQUEST FOR FISCAL YEAR 2012
FROM
JAMESTOWN-YORKTOWN FOUNDATION**

contact: Philip G. Emerson, Executive Director
P.O. Box 1607, Williamsburg, VA 23187
(757) 253-4840; philip.emerson@jyf.virginia.gov

Jamestown Settlement is a museum of the Jamestown-Yorktown Foundation, an educational institution of the Commonwealth of Virginia, whose mission is to foster through its living-history museums an awareness and understanding of the early history, settlement, and development of the United States through the convergence of Native American, European, and African cultures and the enduring legacies bequeathed to the nation.

Through its programs, the museum contributes significantly to the Historic Triangle's economic base, employment, and education and significantly enhances the quality of life for the residents of the City of Williamsburg.

FUNDING REQUEST

The Jamestown-Yorktown Foundation requests an appropriation of \$10,000 from the City of Williamsburg in fiscal year 2012 to support Jamestown Settlement's upcoming special exhibition "A Window to the 17th Century." The City of Williamsburg's investment in Jamestown Settlement is critical to leverage additional resources that keep Jamestown Settlement's changing exhibition program relevant and unique, thereby offering new cultural opportunities for residents and strengthening the national tourism appeal of the Historic Triangle area as a destination.

PROJECT DESCRIPTION AND BUDGET

Jamestown Settlement-Virginia Museum of Fine Arts Special Exhibition: “A Window to the 17th Century” (*working title*)

The Jamestown-Yorktown Foundation has developed a successful changing exhibitions program. We are currently partnering with Virginia Museum of Fine Arts in Richmond to develop a special exhibition for Jamestown Settlement. The exhibition, anticipated to open November 15, 2011 and run through August 15, 2012, will examine the material culture of the 17th century utilizing the rich collections of the Virginia Museum of Fine Arts. Plans call for period portraits, glass, ceramic, and silver objects from Europe, Asia, and Africa to be featured. The exhibition, whose working title is “A Window to the 17th Century,” will offer the public access to objects in the VMFA’s collection that are not currently on display.

Special exhibitions provide an important corollary to the permanent galleries and exhibits offered at Jamestown Settlement. They help to ensure that the museum offers new and exciting avenues for learning for visitors and students. Based on customer research data, we know that special exhibitions at Jamestown Settlement have not only sparked renewed interest among local visitors, but also aid in generating awareness in out-of-state markets. In addition, special exhibitions reinforce the objectives of the Virginia Standards of Learning (SOLs) related to History and Social Science. The Foundation will seek to develop a lecture series in conjunction with the exhibition, which offers additional learning opportunities for local residents and for visitors.

The Foundation has developed an effective approach to marketing and promoting special exhibitions at Jamestown Settlement. The Foundation’s Marketing and Retail Operations Department will utilize targeted promotion of the exhibition in addition to incorporating it into other aspects of our traditional marketing plan. Utilizing the destination booking engine a special promotion, such as an “escape weekend,” would be featured in an online advertising initiative to encourage overnight visits from the Washington D.C. area and other markets. Expanded programming, such as special exhibits and accompanying lectures, offers opportunities to enhance and strengthen the offerings for visitors to the Williamsburg region. The Foundation is committed to ongoing collaboration with local marketing partners to leverage combined resources in order to promote visits to the Williamsburg area, as well as the special exhibition.

Financial support from the City of Williamsburg is important to complement existing funds and to leverage additional resources required to mount and present “Window to the 17th Century.”

FUNDING SOURCES

In fiscal year ending June 30, 2011, state appropriations are projected to account for 41% of the Foundation’s budget; the Jamestown-Yorktown Foundation expects to generate 59% of its operating budget from admissions revenues and private sources. The Commonwealth of Virginia provides partial support for operations; however, the Jamestown-Yorktown Foundation, Inc., must raise funds from other sources for special museum events programming, museum

gallery exhibits, educational programming, and materials. Below is a detailed projection for the Foundation's financial support in 2011 (fiscal year ending June 30):

Sources	Projected FY2011
Admission Revenues	\$ 5,105,236
Private Sources/Grants	\$ 4,115,234
State Appropriations	\$ 6,431,727
TOTAL	\$ 15,652,197

AUDIENCES SERVED

Visitor Profile

The Jamestown-Yorktown Foundation serves individual visitors, families, schoolchildren, and group tours from the local area, throughout the Commonwealth, and from across the country. Individual visitors accounted for approximately 63% of paid admissions, with groups comprising the balance.

In 2010, the Foundation's two museums welcomed 595,023 combined paid visitors – a 3.2% decline compared to 2009. During the same year, over 80% of the Foundation's individual visitation was from outside Virginia, generating substantial and broad-based tourism activity for the area. Web traffic for the same period totaled 1.45 million visits.

Students and Teachers

The Jamestown-Yorktown Foundation provides educational programs designed to reinforce the requirements of the Virginia Department of Education's Standards of Learning (SOLs) for history and social studies.

Each year, the Foundation offers an intensive program for home school families, who spend time at both Jamestown Settlement and the Yorktown Victory Center. In 2010, more than 4,400 attendees participated in these programs. The program brings families from around the state and across the country to the Historic Triangle for a weeklong visit. The program fee includes unlimited access to both sites, hands-on programs, and a tour at both sites for both parents and students.

The Foundation has also hosted the Jamestown-Yorktown Foundation Summer Teachers Institute for the past two years and will again provide the week-long program in summer 2011. The privately-funded institute provides a week of intensive tours, presentations, workshops, and firsthand experiences in historical interpretation for teachers from districts across Virginia.

SERVING THE LOCAL COMMUNITY – ECONOMY, EMPLOYMENT, EDUCATION, SERVICE

The Jamestown-Yorktown Foundation is committed to serving the residents of the City of Williamsburg with educational and economic assets that benefit the local community. The Foundation is one of the largest employers in the area and is an active partner in promoting

tourism in the Historic Triangle. The museum's structured educational programs continue to provide excellent service to students and teachers in local school systems.

Economic Impact

Visitors to the Jamestown-Yorktown Foundation's museums generate significant economic benefits for the Historic Triangle. In 2009, museum visitors contributed an estimated **\$176 million** to the Historic Triangle economy.

Complimentary Admission

The Foundation continues to extend free admission to both Jamestown Settlement and Yorktown Victory Center to residents of the City of Williamsburg. During 2010, 5,727 City of Williamsburg residents took advantage of this free admission.

Educational Programming

The Foundation's mission is grounded in education, and we are committed to encouraging local children to participate in our SOL-correlated structured education programs. During the 2009-2010 academic year, 205,335 students, including 4,481 from Williamsburg/James City County (W/JCC) schools, participated in structured on-site programs at the Foundation's museums. During that same academic year, museum outreach teachers engaged 87,007 students throughout the Commonwealth, including 1,009 Williamsburg and James City County students, in interactive classroom programs. W/JCC students are able to participate in these programs at a per-student cost that is greatly discounted – in some years as much as 85% less than the standard per-student charge.

Additionally, summer Broadside programs for children are popular with local families, serving 505 children in 69 program sessions in 2010. These programs are open to all children in the greater Williamsburg/James City County area and are designed to meet the needs of children at grade levels ranging from preschool through fifth grade.

Other Opportunities

The Jamestown-Yorktown Foundation is one of the area's largest employers, with 180 full-time employees and up to 250 part-time staff, the number varying by season. Furthermore, both museums offer opportunities for City of Williamsburg residents to volunteer: Residents are among the approximate 500 core volunteers who provide critical support to our museums' daily operations.

A DEDICATED COMMUNITY PARTNER

The Jamestown-Yorktown Foundation is an active partner with the City of Williamsburg in promoting tourism in the Historic Triangle to a diverse audience, both within the Commonwealth and beyond. In 2009, over 80% of the Foundation's individual visitation was from outside Virginia, generating substantial and broad-based tourism activity for the area.

During fiscal year 2011, the Foundation will invest \$665,000 in its advertising plan and a total of \$1,444,000 in marketing and advertising programs. During 2011, 27% of the advertising budget will be allocated to cooperative marketing ventures, including America's Historic

Triangle package and Williamsburg Area Destination Marketing Committee advertising and promotional efforts. Foundation advertising promotes combination tickets to Jamestown Settlement and Yorktown Victory Center, as well as joint tickets with other area attractions. These efforts result in hundreds of annual placements in targeted national, regional, and local publications and on the Web. Efforts to promote Jamestown Settlement also raise consumer awareness about the area and other opportunities that it offers visitors.

All Foundation marketing and advertising initiatives are based on consumer research and must meet stringent return-on-investment parameters. The Foundation relies on our comprehensive formal survey program to closely track visitor satisfaction levels and provide key demographic information and market data. Results from these surveys also serve as a useful tool for gauging the effectiveness of programs and exhibits, with improvements being made as needed.

The Jamestown-Yorktown Foundation, together with its area partners, strives to identify new and innovative ways to ensure that visitors, both locally and beyond, continue to travel to Jamestown Settlement and the area. Over the years, the Foundation has enjoyed productive and cooperative relationships with the National Park Service and APVA Preservation Virginia, the Colonial Williamsburg Foundation, Busch Gardens/Water Country USA, the Greater Williamsburg Chamber & Tourism Alliance, and the Historic Triangle Collaborative. Maximizing opportunities available through the destination booking engine, the Foundation promotes vacation packages that benefit many lodging establishments across the region. We are committed to fostering these relationships and identifying ways that our organizations can collaborate for the benefit of James City County's residents and the Historic Triangle's tourism economy.

RECOGNITION OPPORTUNITIES AND CONCLUSION

We appreciate the City of Williamsburg's partnership over the years. As we continue to serve area schools, residents and businesses, we request a grant of \$10,000 to support the special exhibition outlined here. This continued partnership is vital to furthering our shared goal to provide quality cultural and educational opportunities to the local community while strengthening the Historic Triangle's tourism appeal and boosting the area's economy.

By pledging \$10,000 to support the special exhibition "A Window to the 17th Century" the City of Williamsburg would enjoy recognition on a plaque or similar display in the changing exhibition gallery during the course of this exhibit. In addition, the City of Williamsburg will receive invitations for two guests to participate in the exhibition's opening reception. Our media relations staff will publicize your support in the Foundation's newsletter *Dispatch* and in the Foundation's annual report to donors.

The City of Williamsburg and the Jamestown-Yorktown Foundation can continue their strong partnership to serve area residents and to attract new and returning visitors to the Historic Triangle. We ask the City Council to invest in these resources to benefit area residents.



Colonial Soil & Water Conservation District

Poplar Creek Business Center
3402 Acorn Street . Suite 103 Norge, VA
P.O. Box 695 - Norge, Va 23127
757.645.4895

Menu of proposed services to the City of Williamsburg from the Colonial Soil & Water Conservation District in FY 2012

- **Core Services:**

Serve as a technical liaison to the City of Williamsburg in support of meeting federal and state water quality mandates. Provide routine technical assistance to City of Williamsburg landowners. Any or all of the services can be offered only if funding for overhead cost is provided.

Office space, equipment and utilities = **\$3,000.00**

- **City of Williamsburg Chesapeake Bay Preservation Act Ordinance (CBPA):**

The CSWCD proposes to provide technical services to City of Williamsburg and city agricultural landowners in meeting the compliance standards of the City of Williamsburg Chesapeake Bay Preservation Act ordinance (CBPA). Agricultural assessments and/or Conservation Plans will be provided on 10 tracts within the city during FY 2012.

Position cost =	\$5,900.00
Travel & training =	<u>\$1,200.00</u>
Total Estimated Cost =	\$7,100.00

Total Amount Requested for FY 2012 = **\$10,100.00**

Contact: Brian Noyes, District Mgr.
Email: brian.noyes@colonialswcd.net

11:24 AM

11/29/10

Cash Basis

**Colonial Soil and Water Conservation District
Profit & Loss
July 2009 through June 2010**

Jul '09 - Jun 10

Ordinary Income/Expense	
Income	
Conservation Planning Income	2,000.00
Contributions	1,850.00
Equipment Income	1,339.66
Interest Earned - Operations	456.37
LOCAL FUNDING	
Charles City County	6,641.00
City of Williamsburg	2,655.00
James City County	8,820.00
New Kent County	13,525.00
York County	9,348.00
Total LOCAL FUNDING	40,989.00
Outreach Events/Income	1,954.60
STATE/DCR Ag Tech Assist Funds	50,000.00
STATE/DCR OPERATIONS GRANT	69,197.00
VA BMP COST-SHARE FUNDING	
BMP Cost-Share Funds	406,436.90
BMP Cost-Share Interest	370.23
BMP Tech/Admin Support	52,360.00
Total VA BMP COST-SHARE FUNDING	459,167.13
Total Income	626,953.76
Expense	
APW Committee Projects	
Education	293.88
Urban	
Public Facility BMP Demos	1,254.00
Urban - Other	15,342.82
Total Urban	16,596.82
APW Committee Projects - Other	281.53
Total APW Committee Projects	17,172.23
Bank Service Charges	212.38
DIRECTORS	
Lodging & Registration	761.40
Meals	464.31
Travel	1,484.63
Total DIRECTORS	2,710.34
DUES	
Farm Bureau	40.00
NACD	775.00
VASWCD	3,192.00
Total DUES	4,007.00
ENVIROTHON	1,941.31
Equipment	12,207.16
Insurance	1,085.00
New Kent CCP Expense	19,777.29
Office Supplies	2,991.50
Outreach Events Expenditures	
Field Days/Fairs/Other	567.47
Outreach Events Expenditures - Other	2,580.82
Total Outreach Events Expenditures	3,148.29
PAYROLL	
Administrative Officer	
Benefits	5,009.64
Payroll Liabilities-Employer	190.33
Total Administrative Officer	5,199.97

11:24 AM

11/29/10

Cash Basis

**Colonial Soil and Water Conservation District
Profit & Loss
July 2009 through June 2010**

	<u>Jul '09 - Jun 10</u>
Ag Water Quality Specialist	
Benefits	5,814.36
Payroll Liabilities-Employer	374.23
Total Ag Water Quality Specialist	6,188.59
District Manager/Cons Spec	
Benefits	7,249.20
Payroll Liabilities-Employer	404.44
Total District Manager/Cons Spec	7,653.64
PAYROLL - Other	
	148,347.60
Total PAYROLL	167,389.80
Postage	712.87
Rent	16,831.82
Staff Training & Travel	
Administrative Officer	1,011.81
Ag Water Quality Specialist	3,481.44
District Manager/Cons Spec	8,340.21
Total Staff Training & Travel	12,833.46
VA BMP COST-SHARE	
BMP Implementation	414,758.31
VA BMP COST-SHARE - Other	228.69
Total VA BMP COST-SHARE	414,987.00
Total Expense	678,007.45
Net Ordinary Income	-51,053.69
Net Income	-51,053.69

Providing strategic leadership and improving Hampton Roads' competitive position in the global economy. Learn more at <http://VisionHamptonRoads.com>.

Founded in 1996, the Hampton Roads Partnership represents ten cities, six counties, one town and their citizens in Southeastern Virginia, *America's First Region*, in the Heart of the Mid-Atlantic. Membership consists of community leaders from business and industry, professions and information services, nonprofit, academia and labor, membership representing close to one-third of the region's population and over one-half of the labor force.



January 14, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Subject: Investing in and Sharing *Vision Hampton Roads*
Budget Request FY2012

Dear Mr. Serra:

Hampton Roads received a sobering dose of hard reality with ODU economist Dr. James Koch's 11th annual "State of the Region" report. He is, in a word, "pessimistic" about the region's growth prospects for the next five to ten years. Does this mean we are condemned to mediocre economic growth? Absolutely not. Do we have a way to overcome our challenges and ensure a prosperous future for our region? We do.

Thanks to the efforts of the Hampton Roads Partnership since 1996, and the continued support of regionalism by City of Williamsburg, we are in a much stronger position today as we embrace the opportunity to diversify and grow the regional economy, using *Vision Hampton Roads* as the way forward.

Led by the Hampton Roads Partnership and the Planning District Commission, the region spent over a year developing its first comprehensive economic development strategy, a blueprint for economic success with *Vision Hampton Roads*. Together, as a region, we created a roadmap of strategies and actions – to position us as a leader in the global economy, engage citizens and embrace ongoing region-wide economic development practices with a new perspective: *think globally, strategize regionally and act locally*.

Now, more than ever, it is imperative for our communities to work together in ways that will serve all citizens of the region in the most efficient and effective ways as we compete globally. The Partnership continues to promote *interdependence* among our localities. We act as convenor-facilitator-influencer in issues of regional concern with work that has no beginning and no end. Moreover, as it has been proven time and again, if the health of even one of our communities is in jeopardy, we all suffer.

The Partnership is the only organization in the region convening leaders from the business and nonprofit sectors; the governments of ten cities, six counties and one town;

January 14, 2011

Subject: Investing in and Sharing *Vision Hampton Roads*

Page 2

higher and secondary education; labor; and every military command to focus on key issues directly related to enhancing our region's competitiveness in the global economy.

The success of the region's future, outlined in *Vision Hampton Roads*, depends on the commitment and active involvement of the elected officials, staffs, businesses and citizens of every city and county, other regional organizations and the Partnership. Through a concerted, sustained effort with broad regional support focused on creating a culture of innovation and entrepreneurship as laid out in *Vision Hampton Roads*, we will succeed and flourish.

We can make this happen here, and we need your help.

Representing no increase from last year, the Partnership respectfully requests an annual investment renewal for the City of Williamsburg: FY2011-2012 for \$4,900.

It is important to note that 81% of the Hampton Roads Partnership's funding comes from non-local government sources, attesting to the relevance and value the community places on our mission: Providing strategic leadership and improving Hampton Roads' competitive position in the global economy.

Please also advocate the use of *Vision* elements in your individual planning efforts, within every organization, business and local government you engage. Make the case for aligning; not only regional assets but also investments, to promote the already identified best growth opportunities for Hampton Roads.

Participation by elected officials is the key to the finely tuned working balance of the Partnership's make-up and the success of the regional *Vision*.

Without you, our community leaders working as champions, and without investment, the region will plod along or, worse, fall behind. On the other hand, we can all make the commitment to propel the regional *Vision* forward. Since the founding of the Partnership in 1996, local government investments have only been increased one time and, in fact, your investment has been reduced at least twice during the last two years.

Now is the time to "work" the plan. We can place *Vision* on the shelf and do nothing. Or, we can invest in its success.

Vision is a transformational way of thinking - and doing - to help the communities of Hampton Roads resolve issues, solve problems and focus efforts in an interdependent way. A different way sorely needed in today's new economic paradigm, where commerce is indifferent to municipal, state or national boundaries.

January 14, 2011

Subject: Investing in and Sharing *Vision Hampton Roads*

Page 3

However, with no governmental structure that causes us to come together, it must be voluntary. *Vision Hampton Roads*, facilitated by the Hampton Roads Partnership, is our best opportunity to move our community of communities forward, working together to address the key issues facing our citizens.

Enclosed please find the executive summary of the Partnership's annual impact statement (or you may download the complete statement; website address is included) which covers our mission and summarizes accomplishments over the past year, the most impactful of which is *Vision Hampton Roads*. The measurement tool used to track progress on goals is the web-based *Hampton Roads Performs*, the only regional counterpart of the Commonwealth's award winning data site, *Virginia Performs*. We have also enclosed a copy of Information to Supplement Funding Request to respond to questions you posed in your letter of November 30, 2010.

Thank you for your continued active participation and commitment of support of the Hampton Roads region through the work of the Partnership. For additional information, please do not hesitate to contact Joyce Thacker at (757) 625-4696.

Sincerely,



E. Dana Dickens, III
President and CEO

Enclosures

Cc w/enclosures:

The Honorable Clyde A. Haulman
Mr. Jackson C. Tuttle

"What we're going through should be a case study in regional cooperation. We watched the (Norfolk) Ford plant close, but that was way 'over there'. We didn't appreciate the efforts until it landed on our doorstep. We learned regional cooperation – how to do that – with the help of the Hampton Roads Partnership."

*– Honorable Jim Councill, Franklin Mayor, on the closing of International Paper,
the impending loss of 1,100 jobs and the related ripple effect*

Information to Supplement Funding Request FY2012- Hampton Roads Partnership

Question 1.

The request from the City of Williamsburg for FY11-12 is \$4,900, which is the same amount requested and approved in FY10-11. These funds are added to the investments made by other jurisdictions (16), businesses, educational institutions and individuals to advance the major strategic initiatives that are outlined in the transmittal letter. Williamsburg's investment comes to less than 1% of our total operating expenses in FY10-11. We expect that the percentage will remain the same for FY11-12.

The FY10-11 operating budget of the Partnership is \$830,208. These funds are derived from investments made by members of the board of directors. Approximately 70% of our new operating funds comes from businesses, 7% from colleges and universities, 19% from cities and counties, and the remaining 4% from individuals and miscellaneous sources. Cities and counties are assessed based upon population. Funding categories are:

\$15,210.00
9,815.00
4,900.00

Projected Revenue for FY10-11:

Contributions from Business	\$ 549,500
Contributions from Colleges/Univer.	54,500
Contributions from Cities/Counties	150,617
Contributions from Individuals	4,300
Miscellaneous income	15,591
Interest income	6,000
Carryforward from 09/10	<u>50,000</u>
	<u>\$ 830,208</u>

Question 2.

The Hampton Roads Partnership does not provide direct services to the residents of Williamsburg that are easily measured or specifically determined. Indirectly, we work to advance strategic initiatives designed to positively impact the quality of life and economic prosperity of all of the citizens of the region. Williamsburg is an integral part of our region.

The Hampton Roads Partnership, with Williamsburg representation, acts as the region's only facilitator and convener, engaging the top elected officials, the business community's CEOs, chief officials of education providers, the military and Port, our largest employers, reaching – and working – across boundaries to solve tough community problems. The Partnership will continue to build relationships to improve regional cooperation among our localities, with our legislators and elected officials, and continue our regional citizenship initiative.

The Hampton Roads Partnership provides a forum for Williamsburg to be actively involved and committed to regional cooperation and economic development of the region as a whole. The Hampton Roads Partnership has completed *Vision Hampton Roads*, a comprehensive regional economic development strategy for our region, and this plan has been approved by the Economic Development Administration. *Vision Hampton Roads* will serve as the roadmap for the Hampton Roads Partnership and other organizations, with a common goal to position the region as a leader in the global economy. The strategic initiatives of the Partnership for the next two years will be based on *Vision Hampton Roads* with objectives focused on growing federal assets, port and maritime opportunities, nurturing innovation and education around clusters of cutting edge technology-based business, and cultivating a sense of place.

Williamsburg benefits from involvement in the Hampton Roads Partnership in a number of other ways:

- HRP has legitimacy and respect due to the members of the board
- HRP has the ability to access decision-makers
- HRP has the ability to bring individuals/groups together to address key issues
- HRP has a positive record of serving as the focal point for important regional efforts
- On issues of regional consequence, HRP brings added strength beyond the efforts of a single locality.

Some of the specific efforts from which residents of Williamsburg may derive a direct and indirect benefit are included in the "Annual Impacts" document which is included with our letter.

Question 3.

Should you require any further information, please contact Joyce Thacker, Administrative Coordinator at 625-4696 or jthacker@hrp.org.



WILLIAMSBURG LAND CONSERVANCY

It's your view - help protect it.

January 19, 2011

Board of Directors

Executive Committee

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Vice Chairman

Rich Krapf

Secretary/Treasurer

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Kimber Smith

Michael Whittaker

Executive Director

Caren Schumacher

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Dear Mr. Serra, Mr. Tuttle and Members of the City Council:

The Williamsburg Land Conservancy is grateful for the opportunity to submit a budget request. This contribution from the City of Williamsburg is a key donation and is critical to our ability to carry out our mission of protecting and preserving land in the James and York Rivers watershed.

Last year, 2010, was an especially significant year for the Conservancy: it was our 20th anniversary and we had much to celebrate! The Conservancy now protects 3,300 acres of land. The permanent protection of these properties is significant in helping to maintain the character and ambiance of the Historic Triangle – a critical piece of why people choose to live in our area or simply visit for a while.

A wonderful example is the conservation along the Route 132 entry corridor between Route 143 and Route 60, located within and adjacent to the City of Williamsburg. This easement provides a welcome of natural beauty for our visitors, and makes them feel like they want to return, again and again. In August 2010, the Williamsburg Land Conservancy worked with the City of Williamsburg and the Colonial Williamsburg Foundation, to ensure this important viewshed along Route 132 was not affected because of the proposed subdivision on the Mahone property located on Capital Landing Road.

The Williamsburg Land Conservancy assisted in identifying areas where development impacts could have had a negative affect. Our efforts extended to participation in planning commission meetings, working with city planning staff and the landowner. These collaborative efforts led to the revision of the applicant's plan for development and the potential preservation of one-third of the 28 acre project.



Conserving and Stewarding Our Land Resources for Future Generations

5000 New Point Road • Suite 3101 • Williamsburg, VA 23188 • 757-565-0343 •

The Conservancy wants to be a part of the city's future planning for the Capitol Landing Corridor and looks forward to making a significant contribution to the future outcomes for this critically important section of the city.

Request:

The Conservancy humbly requests that the City restore our funding to the past giving level of \$10,000. While we understand that tough financial times call for tough decisions, we hope that with better economic times on the horizon that the city can increase our funding from that which we received in 2010.

The Conservancy is mainly funded by voluntary donations from individuals, businesses and organizations. We apply for grants and hold special events to raise the dollars necessary to realize our vision of conserving and stewarding land for future generations. In October 2007 we launched our first annual golf tournament, the Conservancy Challenge, which has continued to be a successful vehicle for raising dollars. Our budget of approximately \$120,000 is extremely modest for all that we do. All dollars that are spent to operate the organization must be raised annually.

Like other non-profit organizations, our nation's economic times have affected our revenues. The Conservancy worked extremely hard during 2010 to minimize our deficit by controlling spending in all ways possible, including decreasing staff time and salary by 20%. We also implemented new membership campaigns and fundraising events to increase our revenues. Our Board members spent a great deal of volunteer time helping to raise funds. We are in the process of developing our 2011 program plans and budget and will continue to maximize our efforts with limited resources.

Description of Services:

The Williamsburg Land Conservancy (formerly the Historic Rivers Land Conservancy) was established in 1990 as a 501 (c) (3) non-profit land trust. The Conservancy's mission is to protect and preserve significant natural, scenic, agricultural and historic lands in the James and York Rivers Watershed. Our vision is to conserve and steward our land resources for future generations.

The protection of greenspace and other important lands within our community provides a quantifiable benefit to those who live, work or simply visit our community for a time. According to the Chamber's 2008 Visitor Survey, when asked to describe what they liked most about their trip, 25% of the visitors surveyed praised the scenery of our area. We believe the protection of land, such as the entry corridors on Route 132, Route 5 and in the Greensprings area helps ensure that we don't become Anytown USA.

The Williamsburg Land Conservancy is the only private land trust in our region that is dedicated solely to conserving and stewarding our land resources for future generations. Few people truly understand where jurisdictional boundaries begin and end – that's why our relationships with the three local governments in the Historic Triangle are so critical, and why our work across the region has a collective impact and benefit. Further, the conservation easement in the City of Williamsburg is truly an integral part of the unique character of the region and critical to tourism and economic development.

Our Walk and Talk program that explores nature along the Greensprings Trail is open to all area citizens, and we continue to have participation by City of Williamsburg residents.

This past summer, we partnered with the James River Association to hold a series of public meetings throughout the region to discuss a new federally-funded program “Treasured Landscapes” that has the potential to provide dollars for further conservation and conservation efforts in the region.

The Conservancy played a key role in bringing over 150 conservation professionals to Williamsburg for the Virginia United Land Trust’s annual meeting in May 2010. Mayor Zeidler was able to welcome the group to town for the two day event, and was able to participate in the luncheon attended by Governor McDonnell, Speaker of the House Howell, Senator Norment, Secretaries of Natural Resources and Agriculture, as well as other dignitaries from around the Commonwealth.

Last fall, the Williamsburg Land Conservancy assisted the Department of Conservation and Recreation (DCR) in creating a “Listening Session” which centered on state priorities and funding for conservation. The Conservancy was DCR’s “go to” group to find a meeting location and assist with the logistics of the day that brought conservation professionals from much of the Commonwealth to the city. The session was led by the Secretary of Natural Resources, Doug Domenech and Matthew Conrad, Assistant Secretary of Agriculture and Forestry. Held at the Community Building on North Boundary, Mayor Haulman had the opportunity to welcome participants to Williamsburg. Public outreach efforts like this keep the region plugged into national and state trends and funding resources.

Finally, the Conservancy provides a constant service to the community, meeting with property owners, developers and local government about conservation. We have guided and advised many in the community through the complex easement process. There is no cost to this service and the Conservancy is thrilled to help. Note the Conservancy is not a “no growth” organization. In fact, we believe preservation and progress can work together and spend much of our time finding that balance in the communities we assist. This service was demonstrated in our work with you on the Mahone property as detailed above.

Unlike adjacent James City County, the City does not have large tracts of land available for conservation easements. However, there is still much the Conservancy can do that can help the City of Williamsburg continue in its tradition of natural, scenic and historic beauty. As the only full time land trust engaged solely in land conservation work in the Historic Triangle, we believe that our efforts help to make this region a more desirable place to live, work and visit. A copy of our latest newsletter is enclosed that highlights our work in 2010.

In this very difficult financial time, we are hopeful that the City of Williamsburg will seriously consider restoring funding to the Williamsburg Land Conservancy at the \$10,000 level. Thank you for your time, consideration and ongoing generosity. Should you have any questions, I can be reached at 565-0343. Your investment in the Conservancy will pay enormous dividends to the citizens of the City of Williamsburg.

Sincerely,



Caren R. Schumacher

Enclosure



January 18, 2011

Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23187-8784

Re: 2011 Funding Request

Dear Mr. Serra,

Please find attached a narrative describing the services Heritage Humane Society provides to City of Williamsburg residents, a 2011 projected budget, 2010 Annual Animal Statistics and 2011 budget request. Thank you for your ongoing support.

Feel free to contact me with any questions.

Sincerely,

Robin B. Bledsoe
Executive Director

IN THE SPIRIT OF CARING

430 Waller Mill Road • Williamsburg • Virginia • 23185

Tel: 757.221.0150 • Fax: 757.221.0361 • Website: www.HeritageHumaneSociety.org

HHS is a 501(c)(3) Non-Profit org. Chartered in the Commonwealth of Virginia

CONTACT INFORMATION

Robin B. Bledsoe, Executive Director
430 Waller Mill Road
Williamsburg, VA 23185
Phone: 757-221-1050
Fax: 757-221-0361
Email: director@heritagehumanesociety.org
Website: www.heritagehumanesociety.org
Find us on Facebook and Twitter

AGENCY NARRATIVE & SERVICES PROVIDED

Heritage Humane Society is a private 501 © 3 nonprofit that houses and cares for stray, abandoned, and unwanted companion animals from the City of Williamsburg, James City County and the 1st District of York County. The mission of the Society is to serve as a compassionate haven for stray or unwanted companion animals, educates the public about humane care and treatment, advocates animal welfare, and promotes adoption to measurably reduce over population and homelessness.

The Society is managed by a full time Executive Director who is supervised by a volunteer Board of Directors consisting of 13 members from the Williamsburg, James City County and York County areas. Heritage Humane Society has a paid staff of 15 workers composed of 10 FTE and the remainder being part time staff. Besides the BOD and paid staff, the Society maintains a competent and committed volunteer base averaging 500 volunteer hours a month. Their duties include cleaning, feeding, walking the dogs, helping at adoption events, trips to area assisted living homes and help with fund raising events.

The Society is comprised of several programs that meet the needs of our local community. While offering shelter for unwanted and stray companion animals, the society provides critical preventative vaccines offered through our "Preventative Medicine Program." Spay and/or neutering is provided at a much reduced price to adopters thanks to partnerships established with area veterinary clinics through our "Spay/Neuter Program." In addition, animals that are too young to be placed in the shelter environment are placed in our "Foster Care Program" which served over 100 animals in 2010 thanks to a well trained and compassionate network of foster families. The Society offers special needs animals who are deemed "adoptable" medical care thanks to the donor sponsored "Care Fund." The Care Fund provides limited funding for surgeries, heartworm treatment and overall specialty care for adoptable animals that otherwise might have been euthanized. The Society has successfully placed each animal served by the Care Fund.

The Society enjoys several beneficial community partnerships, specifically with our local Animal Control, Pilots n Paws, Avalon and numerous area rescue groups. The Society is also in the early stages of implementing an area Task Force with the overall goal of

sharing available knowledge and resources in the animal welfare world. Finally, the Society has secured a partnership with James City County Parks and Recreation which will see the two organizations working together on a major fund raiser next fall at Chickahominy River Park.

Heritage Humane Society is fortunate to have a strong donor base as well as a volunteer auxiliary that serves as the fund raising arm of the Society. For the past three years the Society has averaged \$250,000 in unrestricted donations and anticipates this going up in 2011 thanks to the development of a new website that will be completed by the end of February 2011. The new website will offer numerous ways to donate to include the option to "Text" your donation, something that is very popular with the younger demographic. In addition, the Society auxiliary will continue to work tirelessly to raise funds. The volunteer group has routinely raised \$75,000 to \$100,000 annually. Several key events are already planned for 2011.

The Society is pleased to announce the creation of the Winnie's Way Endowment. A generous donor came forth and offered a \$100,000 donation to be used for the creation of an endowment. To date \$15,000 has been raised along with the initial \$100,000 gift. The creation of the endowment is the first step towards creating sustainable funding for the organization. Besides Winnie's Way, the Society also has established the McDuff Fund which aids local adopters who have met with unexpected veterinary costs and cannot pay as a result of the slow economy. The McDuff Fund assists with specific costs, with the goal of helping the adopter care for and keep the animal instead of being forced to surrender the animal.

2010 AGENCY OUTCOMES

The Society housed 1390 animals in 2010. Of those animals, 1005 were adopted. Specific to the City of Williamsburg 46 were dogs and 48 were cats for a total of 94 animals. In order to safely house the animals in our care, the Society must vaccinate, feed, walk and house each animal. At a minimum every adopted animal in 2010 had the following:

Dog

Galaxy Vaccine @ \$5.89
Bordetella Vaccine @ \$3.89
Parvo Snap Test @ \$11.52
Heartworm Snap Test @ \$5.18
Frontline @ \$6.00
Staff & Operational Costs @ \$35.00
Microchip @ \$4.95

Total Dog: \$72.43

46 dogs x \$72.43 = \$3,331.78

Total Dogs: \$3,331.78

Total Cats: \$2,652.48

Total: \$5,984.26 (Total does not include additional medical fees and spay/neuter costs.)

Cat

Eclipse 4 Vaccine @ \$3.67
FIV/FELV/HW Snap Test @ \$12.38
Frontline @ \$6.00
Microchip @ \$4.95
Staff & Operational Costs @ \$28.26

Total Cat: \$55.26

48 cats x \$55.26 = \$2,652.48

In addition the Society spays and/or neuters 100% of its adopted animals. To continue with our low cost spay/neuter program the Society requests alteration funds for 85 animals.

85 unaltered animals x \$100.00 (set fee for both cats and dogs) = \$8,500.00.

2011 Funding Request:

Animal Management & Services Fees: \$5,984.26

Spay and/or Neuter Program Contribution: \$8,500.00

Total Funding Request: **\$14,484.26**



**WILLIAMSBURG
FARMERS' MARKET**
IN MERCHANTS SQUARE

202 Quarterpath Road, Williamsburg, VA 23185-3617
Phone: (757) 259-3768 / Fax: (757) 259-8064
www.williamsburgfarmersmarket.com

HAND DELIVERED

March 7, 2011

Board Members

Marina Ashton
Anderson Bradshaw
Cathy Churcher
Michele DeWitt
Leanne DuBois
Michael Hoot
Jodi Miller
Jim Morford
Terri Morgan
Carolyn Olson
Kimberly Renner
Michael Segala
Marty Wilson

Honorary Members

Tom Austin
Tom Power

2011

Sponsors of the
Williamsburg
Farmers Market



*Colonial
Williamsburg*

Sustaining
MARTIN'S
Riverside Health
Center
Towne Bank

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, Virginia 23185

Dear Mr. Serra:

On behalf of the Board of Directors, I would like to thank the City of Williamsburg for its past support of the Williamsburg Farmer's Market. The City's financial and in-kind support for the Market has greatly contributed to our success.

To assist in operating the Market during the 2012 season, I respectfully request \$3,800 from the City's FY 2012 budget. Continued funding from the City will ensure that the Market will be able to continue to operate a weekly farmers market, April through October, and will allow the Market to host special holiday and seasonal markets.

I have enclosed three documents to provide you with Market information for your funding considerations.

Thank you for your consideration of our funding request. If you or your staff has any questions, please contact me at 259-3768 or loliver@williamsburgva.gov.

Sincerely,

Libbey Oliver

Libbey Oliver
Market Manager

Enclosures: Funding Request for FY 2012
Williamsburg Farmers Market CY 2011 Budget
2002-2010 Farmers Market Statistics

cc: Jodi Miller

Williamsburg Farmers Market
2002 - 2010 Statistics

SATURDAYS	2002	2003	2004	2005	2006	2007	2008	2009	2010
Market Days	18	28	33	33	31	32	31	31	34
Vendors	25	40	44	51	51	50	52	58	58
Customers	15,000	26,610	38,752	41,674	34,517	38,772	34,546	39,289	38,304
Avg. Customers/Market	833	915	1,174	1,263	1,114	1,212	1,114	1,155	1,064
Avg. Sales/Customer	\$9.81	\$10.04	\$10.85	\$13.35	\$17.94	\$18.62	\$20.30	\$21.04	\$26.30
Volunteers	17	19	45	30	41	57	47	43	53
Chef Demos	15	22	26	27	23	26	22	26	22
Musical Events	1	13	28	31	29	32	30	33	30
Total Vendor Income	\$147,191.00	\$267,211.00	\$438,215.00	\$557,260.00	\$619,189.00	\$721,115.00	\$701,156.00	\$817,357.00	\$1,007,220.81

TUESDAYS	2002	2003	2004	2005	2006	2007	2008	2009	2010
Market Days					10	12			12
Vendors					15	19			17
Customers					2,564	2,928			1,608
Avg. Customers/Market					256	244			134
Avg. Sales/Customer					\$14.39	\$12.08			\$17.27
Volunteers					2	4			3
Artists					0	0			14
Total Vendor Income					\$36,895.00	\$35,355.86			\$ 27,763.15

GRAND TOTAL	2002	2003	2004	2005	2006	2007	2008	2009	2010
Market Days	18	28	33	33	41	44	31	34	48
Vendors	25	40	44	51	66	69	52	58	75
Customers	15,000	26,610	38,752	41,674	37,081	41,700	34,546	39,289	39,912
Avg. Customers/Market	833	950	1,174	1,263	904	948	1,114	1,156	832
Avg. Sales/Customer	\$9.81	\$10.04	\$11.31	\$13.37	\$17.69	\$18.16	\$20.30	\$20.80	\$25.93
Volunteers	17	19	45	30	43	61	47	43	56
Chef Demos	15	22	26	27	23	26	22	26	22
Musical Events	1	13	28	31	29	32	30	33	30
Artists					0	0			14
Total Vendor Income	\$147,191.00	\$267,211.00	\$438,215.00	\$557,260.00	\$656,084.00	\$756,470.86	\$701,156.00	\$817,357.00	\$1,034,983.96



CHARTERED 1693

THE COLLEGE OF WILLIAM AND MARY IN VIRGINIA

OFFICE OF THE PRESIDENT

P.O. Box 8795

WILLIAMSBURG, VIRGINIA 23187-8795

757/221-1693, FAX 757/221-1259

January 12, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, Virginia 23185

Dear Phil:

In response to your letter of November 30, I am writing to request \$5,000 in funding for the Crossroads Group for Fiscal Year 2012. In addition to this request, the College of William and Mary's Foundation will be asked to contribute \$10,000. We are also requesting funding from James City County and York County.

The Crossroads Group is a broad-based coalition including the City, James City and York counties, Colonial Williamsburg, a variety of community groups and businesses and the College of William and Mary. The Group focuses on quality of life, growth, and economic development of the Williamsburg community. Examples of previous initiatives toward these purposes include the New Town and High Street projects and the re-use of Sentara Williamsburg Community Hospital. Crossroads is presently working on land-use issues at Eastern State Hospital.

The Crossroads Steering Committee is grateful for the strong support of the City of Williamsburg in past fiscal years. If you need further information, please contact me at (757) 221-1346.

Sincerely,

A handwritten signature in black ink.

Michael J. Fox
Assistant to the President

MJF:sw
cc: Mr. Jack Tuttle, Williamsburg City Manager



THE HISTORIC TRIANGLE COLLABORATIVE

Colin G. Campbell
The Colonial Williamsburg
Foundation

January 7, 2011

Philip G. Emerson
Jamestown-Yorktown Foundation

Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23187

Clyde A. Haulman
Williamsburg
City Council

Dear Phil,

James G. Kennedy
James City County
Board of Supervisors

I am writing to respectfully request that the City of Williamsburg allocate \$6,650 for operating support for The Historic Triangle Collaborative for the Fiscal Year that begins July 1, 2011.

James McReynolds
York County

At your request, I have attached several supporting documents:

- The Fiscal Year 2012 Historic Triangle Collaborative Budget which was adopted at its December 20th meeting
- The Historic Triangle Collaborative vision and mission statements
- The Historic Triangle Collaborative YTD accomplishments

John T. Reilly
Busch Gardens
and Water Country, USA

I would like to take this opportunity to personally thank the City for its collective dedication and service to the Historic Triangle Collaborative. Your leadership is essential to the future success of our region.

W. Taylor Reveley, III
The College of William and Mary

Please contact me if you have any questions or if I can be of assistance.

Best,



Kyra A. Cook

Enclosures

Cc: Clyde A. Haulman
 Jackson C. Tuttle

Kyra A. Cook
Manager

Sanford B. Wanner
Chair

Historic Triangle Collaborative FY 2012 Budget
 (July 1, 2011 through June 30, 2012)

		FY 2010 Budget	FY 2010 Actual	FY 2011 Budget	FY 2011 Jul-Oct	FY 2012 Less 5%
Revenue	James City County	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	City of Williamsburg	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	York County	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	Colonial Williamsburg	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	College of William & Mary	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	Jamestown Yorktown Foundation	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	Greater Williamsburg Chamber & Tourism Alliance	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,650
	Anheuser Busch InBev	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	\$ -
	Busch Entertainment			\$ 7,000	\$ 7,000	\$ 6,650
	Roll over	\$ 29,000	\$ 42,103	\$ 40,300	\$ 40,219	\$ 21,000
	Interest	\$ -	\$ 617	\$ 600	\$ 104	\$ 600
	Total	\$ 85,000	\$ 98,720	\$ 103,900	\$ 96,323	\$ 74,800
Expenses	Professional Services	\$ 52,500	\$ 52,500	\$ 64,500	\$ 21,500	\$ 64,500
	Training	\$ -	\$ -	\$ -	\$ -	\$ -
	Small Furniture / Equipment	\$ 1,000	\$ 2,176	\$ 1,000	\$ 94	\$ 1,000
	Travel / Membership	\$ 2,000	\$ 305	\$ 2,000	\$ 145	\$ 1,000
	Meals	\$ 2,000	\$ 628	\$ 2,000	\$ 254	\$ 1,000
	Office Supplies	\$ 1,000	\$ 620	\$ 1,000	\$ 200	\$ 1,000
	Printing	\$ 1,000	\$ 1,110	\$ 1,000	\$ 393	\$ 1,000
	Telephone	\$ -	\$ -	\$ -	\$ -	\$ -
	IT	\$ -	\$ -	\$ 1,000	\$ 205	\$ 1,000
	Legal Fees	\$ 500		\$ 500	\$ -	\$ 500
	Parking	\$ 1,000	\$ 709	\$ 1,000	\$ -	\$ 1,000
	Postage	\$ 1,000	\$ 197	\$ 1,000	\$ 10	\$ 500
	Contingency	\$ 23,000	\$ 100	\$ 28,000	\$ -	\$ 2,300
	Total	\$ 85,000	\$ 58,345	\$ 103,000	\$ 22,801	\$ 74,800

The Historic Triangle Collaborative (HTC)

America's Historic Triangle is where the American legacies of cultural diversity, representative government and free enterprise took root. America's modern history began in Jamestown, her legacies were tested and refined in Williamsburg, and her freedom was secured in Yorktown.

HTC Participants:

The Historic Triangle Collaborative is an informal group comprised of eleven Historic Triangle community leaders:

- the chief elected officials of James City County, the City of Williamsburg and York County
- the chief administrative officers of James City County, the City of Williamsburg and York County
- the chief executive officers of the Colonial Williamsburg Foundation, the Jamestown-Yorktown Foundation, the College of William and Mary, and the Greater Williamsburg Chamber & Tourism Alliance, Busch Gardens & Water Country USA

HTC Vision for the Historic Triangle Region:

In order to achieve a superior quality of life for all its residents, America's Historic Triangle will be a region that:

- works collaboratively
- respects its natural environment and resources
- values its historic heritage
- supports its cultural and educational institutions
- seeks a balanced economy
- offers quality employment opportunities
- encourages strong neighborhoods
- promotes a healthy community
- supports transportation systems and necessary infrastructure

HTC Mission:

To think regionally and work collaboratively to achieve sustainable economic and quality of life benefits for the Historic Triangle.

The Historic Triangle Collaborative – 2011

Mission: To think regionally and work collaboratively to achieve sustainable economic and quality of life benefits for the Historic Triangle

- **Coordination**

- Initiated a Human Resources working group to explore the possibility of collaborating to share experience, expertise and best practices to meet the changing business needs of the Historic Triangle
- Developed www.historictrianglecollaborative.com as a platform through which to share meeting results
- Developed www.williamsburgworks.com with GWCTA. The site has garnered over 2,000 visits since its launch
- Updated the coordinated Historic Triangle "Stoplight" map

- **Advocacy**

- Communicated with national, state and local elected officials noting the importance of conference business to the Historic Triangle and requesting they remain mindful of that fact when deliberating public policy
- Opposed the proposal to reduce Jamestown-Scotland Ferry service
- Communicated with Virginia's gubernatorial candidate, outlining issues of import to the region
- Supported of Virginia's application to the Federal Railroad Administration for funding to upgrade the Southeast High Speed Rail Corridor.
- Opposed several bills that allowed School Boards to open Virginia schools prior to Labor Day.
- Supported Governor McDonnell's proposal to boost the Virginia Tourism Corporation funding by \$3.6 million each of the next two years and to increase the Governor's Motion Picture Opportunity Fund by \$2 million next year
- Supported a study to expand inter-city and high-speed passenger service in Virginia and ways to pay for it
- Supported improved mowing schedules and corridor beautification along Route 60E between Colonial Williamsburg and Busch Gardens

- **Comprehensive planning**

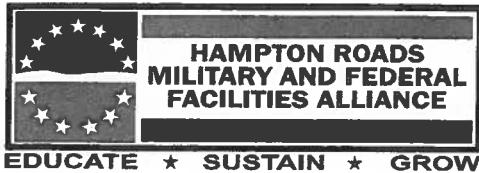
- Members assisted with the commitment to coordinate the three Comprehensive Plans in 2012

- **Tourism**

- Established the Historic Triangle Collaborative as the coordinating entity for the Historic Triangle's involvement in the Virginia Sesquicentennial of the American Civil War Commission
- Assisted WADMC's MRTF with destination website and booking engine review

- **The economy**

- Launched and promoted the YP Global Impact Study in partnership with YEP of Williamsburg resulting in 772 respondents – three times the average of a community the size of the Historic Triangle
- Worked with David Aday of the College of William to analyze and present the young professional survey results to various Historic Triangle constituencies
- Shared pertinent information regarding the economic downturn and its impact on the region's major institutions
- Established a task force, chaired by Jim Golden of the College of William and Mary, to explore economic diversity in the Historic Triangle
- Released the report "Economic Diversification in America's Historic Triangle"



WILLIAM D. SESSOMS, JR., CHAIR • MOLLY JOSEPH WARD, VICE-CHAIR • E. DANA DICKENS III, TREASURER • DWIGHT L. FARMER, SECRETARY

January 21, 2011

City of Williamsburg
Department of Finance
401 Lafayette Street
Williamsburg, VA 23185-3617

Dear Mr. Serra:

Thank you for your letter of November 30, in which you invited the Hampton Roads Military and Federal Facilities Alliance (HRMFFA) to request funding support for the coming fiscal year not later than January 21st. This letter is in response to that invitation.

All 13 cities and counties that make up HRMFFA agreed at its formation in 2006 to fund this organization at a \$.50 per capita rate, equally sharing the costs notwithstanding population differences. I request that level of funding be continued.

The Hampton Roads Military and Federal Facilities Alliance is a not-for-profit, tax-exempt corporation that promotes and protects all participating municipalities by working to attract, retain and grow Federal facilities to Hampton Roads. Working closely with the Governor's staff and the entire Congressional delegation, the organization advocates and influences federal policy, legislation and appropriations to the economic benefit of the region. The organization consists of an Executive Director, a shared administrative support person, and a consulting/lobbying firm in Washington, DC. Areas of recent focus include working to minimize the impact of the disestablishment of U.S. Joint Forces Command; the relocation of U.S. Africa Command to Hampton Roads; successful conversion of Fort Monroe from an Army installation to a private entity; facilitating negotiations among the City of Franklin, Isle of Wight County and the Navy on joint use of the Franklin Municipal Airport; and the movement of 800 Marines to Yorktown Naval Weapons Station.



430A World Trade Center . Norfolk, Virginia 23510 . (757) 644-6324



HAMPTON ROADS
MILITARY AND FEDERAL
FACILITIES ALLIANCE

EDUCATE ★ SUSTAIN ★ GROW

WILLIAM D. SESSIONS, JR., CHAIR • MOLLY JOSEPH WARD, VICE-CHAIR • E. DANA DICKENS III, TREASURER • DWIGHT L. FARMER, SECRETARY

I am the contact person for HRMFFA, and can be reached at 757-644-6324 (Office),
757-419-1164 (Cell) or cquigley@hrmffa.org.

Thank you in advance for your consideration.

Sincerely,

Craig R. Quigley
Executive Director



430A World Trade Center . Norfolk, Virginia 23510 . (757) 644-6324

WILLIAMSBURG, VA



Hotel & Motel Association

January 20, 2011

Jackson Tuttle
City Manager
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Mr. Tuttle:

The Williamsburg Hotel & Motel Association formally requests \$325,000 in FY2012 to support electronic marketing initiatives to motivate potential vacationers to Williamsburg.

The funds will provide Internet marketing promotion targeted at summertime travelers, specifically transient guests, to **increase room nights** and visitation to businesses in Williamsburg. The promotion will build on the destination brand of "goWilliamsburg" created in 2006 in coordination with the destination attractions. The campaign would run from Memorial Day to Labor Day, a period in which travel experts have identified notable opportunity exists for return on investment.

Please see the detailed request attached, including applicable goals and measurables. We would be pleased to present this request to the staff and Council at your budget work sessions in the coming weeks. Please direct inquiries for supplemental information to:

Priscilla Caldwell
Executive Director
Williamsburg Hotel & Motel Association
1915 Pocahontas Trail, Suite F-10
Williamsburg, VA 23188
757-220-3330
priscilla@whma.com



WILLIAMSBURG HOTEL AND MOTEL ASSOCIATION

Pay Per Click 60% \$195,000

Organic Placement 10% \$32,500

Web Display Ads 30% \$97,500

e.g.:

williamsburg.com

virginia.com

travelchannel.com

tripadvisor.com

Total Request: **\$325,000**

All funds will be applied directly to program as outlined above.

Program will produce 45,000 additional room nights for fiscal year 2012, and

will increase hotel room revenue by \$3.5 million.

Results will generate direct lodging revenue and indirect revenue from sales and meals taxes.

For supplemental information, contact:

Priscilla Caldwell

Executive Director

Williamsburg Hotel & Motel Association

1915 Pocahontas Trail, Suite F-10

Williamsburg, VA 23188

757-220-3330; priscilla@whma.com



January 5, 2011

Jack Tuttle, City Manager
City of Williamsburg
Municipal Building
401 Lafayette Street
Williamsburg, VA 23185

RE: FY 2012 Request for funding to support the NASA Aeronautics Support Team, Inc. (NAST, Inc.)

Dear Jack Tuttle;

NAST, Inc. is a non-profit organization that has been fighting for the NASA Langley Research Center for many years. Most of our funds come from the City of Hampton, Poquoson, and York County. NAST has not received funds from Williamsburg in the past – but due to this very tight budget environment, and given the fact that many NASA employees are now living in your community – we are respectfully submitting a request.

In order to continue this push for a budget resolution that will provide a long term solution for NASA Langley, the NASA Aeronautics Support Team is requesting \$10,000 from the City of Williamsburg in FY-2012. A summary (see attached chart) of NAST's accomplishments – which includes additional funding for the NASA Langley Research Center (in the form of restored cuts to the President's budget), Congressional testimonies and funds received for various studies.

The NASA Aeronautics Support Team (Federal ID# 30 0041509) is functionally organized to operate on two primary levels under the guidance and direction of the President. These levels are as follows:

NAST, Inc.: This group consists of full representation from all stakeholders within the greater Peninsula community: elected municipal government as well as business and community interests. The purpose of this committee is to provide broad oversight and guidance to the Executive Committee and ensure that the broader community interests are being carried out. The full board must approve all expenditures over \$10,000.

The Executive Committee: This group is composed of a cross section from the local communities as well as key non-elected leaders from businesses. The Executive Committee meets every other week, reviews and approves the operating budget, and develops strategy issues.

Over the past ten years, NAST has been working to prevent programmatic and financial disaster at the Langley Research Center. As the Clinton Administration ended and the Bush Administration assumed office, the vacuum in policy-making made aeronautics an attractive target for budget cutters, particularly to pay for lingering problems with NASA's human space flight program. NAST's efforts have effectively stopped the hemorrhaging of aeronautics funding. While Langley remains the Peninsula's premier civilian research and development facility, it is abundantly clear that preventing fiscal disaster from occurring there is insufficient as a goal to guarantee it has a bright and robust future. NASA Langley provides thousands of jobs here on our Peninsula, and hundreds of NASA LaRC Civil Servants and Contractors live in Williamsburg.

A new year approaches, and with it a whole new list of potential challenges and opportunities for the NASA Langley Research Center (LaRC) and the NASA Aeronautics Support Team. As you may know, NASA and its workforce are undergoing huge changes at some of the Centers that manage and conduct NASA's Human Space Flight and Exploration programs – thousands of jobs, both federal and contractor, are being shed in Texas, Florida and Alabama due to the end of the Space Shuttle program and uncertainty about what systems and missions follows it. Local community groups very similar to the NAST in those states have been hard at work trying to protect these and other jobs from the changes underway.

While Langley is not faced with this particular threat due to most of its work being in the areas of Aeronautics and Atmospheric Sciences, there is no less urgency for the local communities that support LaRC to also be stepping up their advocacy in Washington to both take advantage of new research emphasis and missions and protect hard won assets and jobs here in the Hampton Roads area. As the new year approaches, we wanted to again seek your assistance in continuing our work and to provide you with a roadmap of what we see as our biggest opportunities and challenges in the year ahead for the all-volunteer NASA Aeronautics Support Team (NAST):

Challenges:

- Overall Federal Spending in FY12: The incoming new Republican majority in the House of Representatives is set on finding \$100 billion in cuts to domestic discretionary spending (below FY11 levels). While such deep cuts will likely not become law due to the Democrats retaining control of the Senate and White House, even they concede some cuts will be necessary to help get the government's fiscal position in a better place going forward. A \$100 billion cut in FY12 would result in NASA and other domestic discretionary programs being cut by 22%. Considering the entire Aeronautics program is less than 5% of NASA's current budget, you can see how such cuts would be a serious threat. Everything is in play if very deep cuts are being considered, which may include proposals to shutter one or more NASA Centers. The Community needs to be able to effectively communicate what major budget cuts to LaRC would mean, and the NAST is well positioned to lead that effort.
- Virginia Congressional Delegation: While the delegation is very well represented on the Armed Services Committee, there are no Members on the Science Committee and none from the Peninsula region who sit on the Appropriations Committee. There has been significant turnover in the delegation in the past 4-6 years, which requires constant efforts to educate new Members as to LaRC's role

and value to the entire state. The local delegation is understandably focused on immediate threats to various Department of Defense assets in the area, so the NAST needs to remain a vocal presence on behalf of programs and employees at LaRC.

- NASA Program Problems and Uncertainty: Beyond the overarching budget cutting efforts that will affect NASA and other federal agencies, NASA has significant internal problems within certain programs and projects. Congress just passed an authorization bill that allows NASA to cancel most of the over-budget Constellation program (Shuttle replacement and heavy lift capabilities for Moon/Mars exploration) and move to new approaches to include support for development of commercial alternatives – but the budget for these needs is still ill-defined, and the missions uncertain, which means budget needs are also uncertain. Other major science projects, such as the James Webb Telescope and Mars Science Lab are reporting massive cost overruns that threatens to delay or cancel other planned missions – so the usual problem of too little money for too many needs – everyone will be fighting for the dollars that remain. These “big picture” battles and how they play out at NASA and in Congress will largely determine what is “left over” for LaRC and its programs, so the need to stay engaged and defend what we have in this budget environment and program uncertainty is significant.

While we have our share of challenges, some of them very “big picture” issues, we also have many opportunities that have come about as a result of the NAST’s efforts in the past several years. The new Administration has been willing to both reassess overall NASA priorities, funding and missions and to refocus the Aeronautics enterprise. Since they came to office, we have been heavily engaged in the effort to help (re)define the federal government’s long range R&D plan for aeronautics that is being led by the President’s Office of Science and Technology Policy (OSTP). This has led to the Aeronautics budget first stabilizing in FY10 and then getting a proposed increase in FY11 as well as a major new programmatic mission. Now that this new path has been established, we need to step up on the following opportunities:

Opportunities:

- NASA Green Aviation Initiative: In FY10, mostly due to the concerted efforts of NAST, the new Administration rolled out a new NASA Aeronautics “Green Aviation Initiative” to tackle the outsized impact of aircraft emissions on air pollution/global warming. NASA, the White House and the Congress have all bought into the concept that we need to begin work now on advanced commercial aircraft designs for the coming decades that can radically reduce harmful emissions and lower fuel usage. Our task having won this initial victory is to sustain and build the initiative, which has been budgeted at \$60 million in FY10 and \$83 million in FY11. It will be a challenge (especially in this budget environment) to build this program budget up to several hundred million annually – the amounts needed to truly produce integrated and transformative technologies that are flight tested.
- Partnership for Air Mobility Innovation in the 21st Century (PAMI21): The vision for Air Mobility (Green Aviation) includes the use of “public private partnerships” which are unique arrangements that allow municipalities, industry,

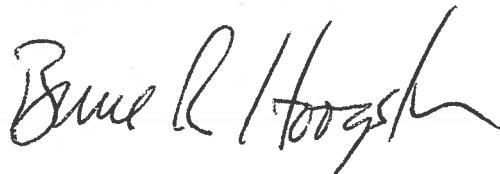
academia and federal research agencies such as NASA to join together to mutually fund and develop new technologies. The vision of the NAST is that LaRC will be designated the "Lead Center" within NASA for this entire effort, and that LaRC and the Hampton Roads Partnership will host an entity outside the gates that will formalize the partnership and bring industry participants to Hampton. The NAST has been working recently with local leaders and volunteers to start the process of establishing this public private partnership, but this will be a time consuming effort both locally and in Washington to lobby and cajole all the necessary partners to come to the table and execute an agreement in the next year or two. The ultimate success of a new "flagship mission" (Air Mobility) at LaRC for the next decade or two will likely hinge on the success of establishing this partnership.

We know budgets are tight not just on the federal level but also the local level. However, over the past decade we have weathered proposed reductions in force at Langley, major program cuts to major aeronautics initiatives, proposals to "refocus" aeronautics R&D in a way that would render it mostly useless to end users and a budget that shrunk so far that LaRC was facing the closure of many test facilities and no new research opportunities. For many years, we fought a "rearguard action" just to preserve existing facilities and budgets from larger budget pressures within NASA. While new federal budget pressures have emerged that will again require some significant defensive efforts in Washington, we also have significant opportunities that have not existed in some time and a delegation that needs our leadership to show them how Virginia and the nation can benefit from the new missions at LaRC.

We thank you in advance for your support and hope that despite ongoing fiscal pressures, you see the wisdom in supporting your dedicated local community volunteers who serve with NAST and our talented team in Washington in supporting Langley. For these reasons, we need your continued active support of the NAST as our voice on the Peninsula and in Washington to seize on the opportunities now before us.

Again, we appreciate your continued support and would be available at any time to answer any further questions, or you can call or write me at 757.864.0444 (bruce@geosaninc.com or 47 East Queens Way, Suite 102 Hampton, VA 23669).

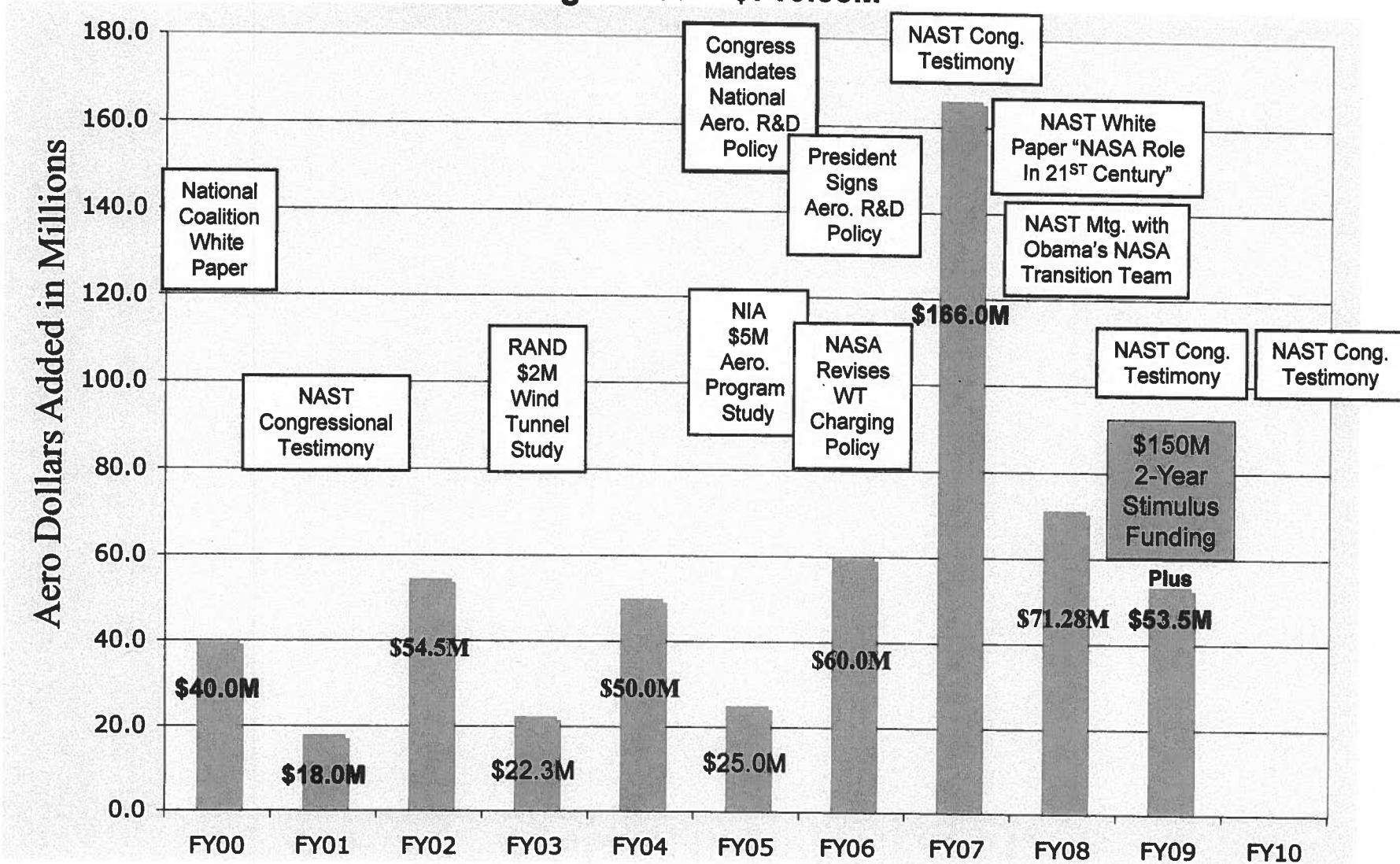
Respectfully requested,



Bruce R. Hoogstraten
NAST, Inc.

Summary of NAST Major Accomplishments

Total Funding Added = \$710.58M



Revised 4/27/10



SEN T A R A .

Sentara Health Foundation
6015 Poplar Hall Drive
Suite 308
Norfolk, Virginia 23502

www.sentara.com

5 January 2011

Mr. Jackson C. Tuttle, Manager
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Mr. Tuttle:

The Nightingale Air Ambulance has served Williamsburg's most critically injured citizens and visitors since 1982. Indeed, from January 2006 to December 2009, 141 Nightingale missions were completed in Williamsburg and James City County. Of these, approximately 20% were unable to pay for the costs of this service.

A snapshot of those assisted by Nightingale includes:

- *Michael Clark, who at 57 suffered a heart attack and was flown to Sentara Norfolk General Hospital where he received a triple bypass. Michael is one of the growing numbers of individuals who have no insurance but need specialized care. Sentara covered the cost of Michael's hospital care and the Nightingale flight, and he continues his busy life in the Williamsburg area with an optimistic outlook.*
- *Liz Palmer, a 16-year-old just returning from a mission trip to Nicaragua, felt like an elephant was sitting on her chest. On her way to see a doctor, she collapsed and the Nightingale was called to take her to Sentara Norfolk General Hospital. The doctors found that she was suffering a bilateral pulmonary embolism, a condition where both of the main arteries to the lungs are blocked by a substance or clot passing through the blood stream. Fortunately for Liz, Nightingale got her there in 14 minutes and saved her life. Now she attends college and is a soccer star at Elon University.*

Nearly three decades ago, Sentara Healthcare commissioned its first helicopter, which has since completed over 16,000 incident-free flights. From the Eastern Shore to Nags Head, from Williamsburg to Franklin, and from Virginia Beach to Ahoskie, NC, Nightingale responds to those in need within minutes.

I write today to revisit last year's conversation regarding the *Nightingale: Saving Minutes, Saving Lives Campaign* and ask your partnership assistance in advancing the attached proposal through the city's budgetary funding process.

The Nightingale, affiliated with our region's only Level I Trauma Center, is of great significance to the health and safety of our community. Your support will help us secure a comprehensive, technologically-upgraded medevac platform, helping to assure a vital, life-saving service for the James City County community.

The enhanced capabilities offered by this platform include longer range, more power, increased lift capacity, greater space, improved safety features and superior avionics, while reducing operational risk, especially during inclement weather and low vision situations.

We have asked the community to help share in the purchase of a new \$7 Million aircraft with a \$3.5 Million partnership commitment and the response has been wonderful. To date, \$2.5 Million has been raised.

Today, we respectfully request that the City of Williamsburg, join the cities of Newport News and Norfolk, as well as Currituck County, which have collectively pledged nearly \$400,000 and consider supporting this most worthy service with a grant pledge of \$100,000, with a 3-5 year payment schedule option if requested. Such a

significant investment will help provide the momentum needed to turn the corner toward the finish line of this most beneficial project.

We realize our community has many needs and that those grow each day. One of those is our air ambulance program that provides life-saving assistance during the most critical of times. And while the economic climate has impacted many individuals and organizations, we have been truly inspired by the broad support we have received to date. From checks of \$25 to large pledges for multi-year payment, we have made significant progress in reaching our goal.

At Sentara, our mission is to improve health every day throughout the communities we serve. In addition to Nightingale, that includes activities undertaken for the good of the community, or for individuals in need, without the ability to pay. As Hampton Roads not-for-profit health partner, we feel this level of commitment is our obligation. We also consider it our privilege.

In 2008, we provided \$157.8 Million* in community benefits, which include monies for uncompensated care, for community health and prevention programs, and for teaching and training healthcare professionals.

We also invest in the region by providing the most advanced medical technology, attracting the best physicians, upgrading our facilities and continually working to improve patient quality and safety, as well as system growth through economies of scale. Such healthcare infrastructure helps foster new business capital and job creation and is a critical consideration for those seeking to relocate. Additionally, Sentara underwrites the annual \$500,000+ net loss associated with the Nightingale program, as well as the \$3-\$5 Million net loss of the Level I Trauma Center.

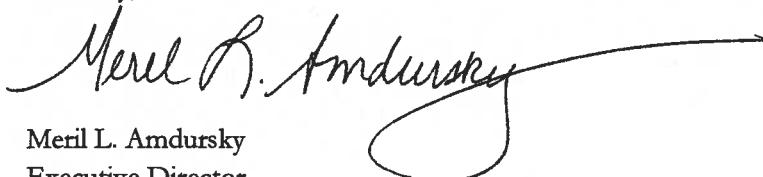
Our volunteers, staff and governance boards are dedicated to cultivating the dual mission of this campaign: to raise awareness of the importance of our regional air ambulance program and to secure partnerships to help fund the purchase of a new Nightingale. I will follow up with you next week to see if there are any questions I might answer regarding this partnership request, or, feel free to contact me at (757) 455-7233.

We hope that each of us will never need Nightingale, but we all can feel secure and grateful knowing it is there.

Every day, for individuals like *Michael, Liz* and many others, Nightingale saves minutes and saves lives.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Meril L. Amdursky". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Meril L. Amdursky
Executive Director
Sentara Health Foundation

Cc: Ken Krakaur, Sr. VP & Pres. Peninsula Region

* Detail in Attached Proposal



January 19, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Mr. Serra:

Thank you for your continued interest in the Green Jobs Alliance DOE grant programs. This letter is in response to your 1/7/11 letter requesting additional information on our Better Buildings grant and questions raised during our meeting with Jodi Miller and Michele DeWitt. While this grant may be of particular interest, please do not lose sight of the benefit Williamsburg will receive from the other three grants too.

1. The amount and purpose of the requested City funding, including the relationship of the request to the total expenditures of your organization. Please show all revenues of your organization, and include the calculation, logic, or methodology used to determine the level of funding requested.
 - a. The attached file entitled "Locality Funding Formula & Status" explains the amount of the request. This provides the methodology and logic for the funding request. Additionally, I have attached invoices for 2010-2011 and 2011-2012 budget cycles.
 - b. The purpose of GJA and the grants is explained well in the attached documents.
 - c. I have attached the budget for the Better Buildings-NEXT STEP Program. This is the grant for which we are seeking financial support.
2. A narrative or description of the services or programs your organization provides, including how service delivery to City residents is accomplished.
 - a. The attached documents provide a thorough explanation.
3. The name and telephone number of the person(s) within your organization that can be contacted in the event that City staff requires additional information regarding your request.
 - a. Randy Gilliland, 757-814-0001, rgilliland@greenjobsalliance.org

We will be glad to provide any additional information needed. In addition, we will be glad to make any presentation necessary to city staff, city council members, IDA or EDA, etc.

Best regards,

A handwritten signature in black ink, appearing to read "Randall Gilliland".

Randall Gilliland
Board Member



Published by Hampton Roads Partnership 1/15/11

Green Jobs Alliance: Creating Jobs and Economic Impact in Hampton Roads

Who will be largest job creator in Hampton Roads in 2011-2012? Which business sector will it come from? Would you believe it could be a recently formed nonprofit organization focused on green jobs?

Green Jobs Alliance potential 2011-2012 direct economic impact:

- Job Creation
 - NEXT STEP Energy Efficiency Retrofit Program 600-800
 - Weatherization Innovation Pilot Program 35-50
 - Weatherization Training Center 410
- Annual Payroll
 - NEXT STEP Energy Efficiency Retrofit Program \$20-\$27 million
 - Weatherization Innovation Pilot Program \$1-\$2 million
 - Weatherization Training Center \$10-\$15 million
- Utility Savings
 - NEXT STEP Energy Efficiency Retrofit Program \$2.5 million
 - Weatherization Innovation Pilot Program \$0.5 million
- Retrofit Investment (materials only)
 - NEXT STEP Energy Efficiency Retrofit Program \$10-\$15 million
 - Weatherization Innovation Pilot Program \$2 million
- Total Potential 2011-2012 Direct Economic Impact \$46-\$64 million
- Total Potential 2011-2012 Job Creation 1,045-1,260

Additional potential important outcomes:

- Leverage the NEXT STEP program to stand up a vibrant residential and commercial energy efficiency industry in Hampton Roads for the long term;
- Leverage the WIPP program to create an energy efficiency industry serving the multifamily housing sector;
- Leverage the Weatherization Training Center grant into creating a one-of-a-kind in the nation Energy Efficiency and Renewable Training Center to support the recruitment and growth of renewable industries, especially offshore wind, in Hampton Roads.

How is this possible? What will take to achieve?

Of course, it will not be easy. It will take the concerted, collaborative effort of private enterprise, local government, economic development departments, educational institutions, regional organizations, community agencies, and nonprofits.



The simple and direct question is...What can/will you do to help make it a reality?

Green Jobs Alliance: Filling an Economic Need and Opportunity

Hampton Roads' own Green Jobs Alliance (GJA) is accomplishing what they set out to do in a way that will positively impact economic growth in the Hampton Roads region. GJA was created as a 501c3 nonprofit in 2008 in response to the Green Jobs Act of 2007. GJA was established to bring together a coalition of formerly disparate, even competitive, partners to provide green job creation, workforce training and education, job placement and career development services. GJA provides these services in its project areas of interest; energy efficiency and green building and renewable energy. Energy efficiency and green building includes, energy auditing and modeling, weatherization, energy efficiency retrofits and green building standards. Renewable energy industries include; wind (offshore/terra), wave/tidal/current, solar, geothermal, bio-mass, bio-fuels, hydrogen and waste-to-energy projects.

GJA Goes 4 for 4!

GJA identified an unfilled need and opportunity Hampton Roads for energy efficiency, green jobs and green jobs training. By the beginning of 2010, GJA had applied for four (4) Department of Energy (DOE) grants that would provide funding to meet this unfilled need. GJA won all four grants, securing funding to bring energy efficiency and green jobs to Hampton Roads.

NEXT STEP Energy Efficiency Program: Advancing Home & Building Performance

GJA's first win came when it, and 11 other communities across the Southeast United States, in partnership with the Atlanta-based Southeastern Energy Efficiency Alliance (SEEA), was awarded a \$20 million DOE Ramp-Up Through Retrofit Grant. DOE has recently renamed the program Better Buildings. This program is designed to be self-sustaining after the grant period, thus providing jobs, economic impact and energy efficiency and environmental benefits long into the future.

The funds from the Better Buildings grant, leveraged 5:1 with private funding, are being used to launch a Regional Energy Alliance to promote and implement a residential and commercial energy efficiency program in Hampton Roads...the NEXT STEP program. This program will be comprised of stakeholders specified in the EPA's Home Performance with ENERGY STAR™ program, which is delivering on the promise of green jobs through energy efficiency in 30 states across the country. Stakeholders include financial institutions, builders and contractors, realtors, appraisers, certified energy auditors, educational institutions, training organizations, state and local government, utilities, manufacturers, retailers and property owners.

Through the NEXT STEP program it is projected that retrofitting just 1% of the homes in Hampton Roads will create 600-800 construction trades jobs, generate annually \$33-\$44 million in direct economic impact to the local economy in payroll, retrofit investment and utility savings. In addition, it will increase real estate values and save millions of metric tons of carbon from entering the atmosphere.

Weatherization Training Center

Less than two months later, on June 4, the DOE announced the 34 projects selected to receive \$29 million to develop and expand Weatherization Training Centers across the country. GJA was one of the 34 projects awarded.

Under this program, GJA will work with local community colleges, private enterprise, workforce investment boards, labor and community agency partners to produce a weatherization workforce of as many as 410 skilled workers through non-credit training and certification over the next two years. The initiative will support the DOE's goal to expand comprehensive weatherization training centers for residential energy efficiency, especially for low-income residents, and will focus on rapidly putting people to work.

This project will reach out to unemployed and underemployed tradesmen and contractors, and support the high demand in low-income neighborhoods for upgraded housing, lower energy costs, improved neighborhoods, local employment and economic development in Hampton Roads. Training and employing these workers will create a direct payroll economic impact of \$10-\$15 million annually.

Weatherization Innovation Pilot Program

Again, on August 19, 2010 U.S. Energy Secretary Steven Chu announced that GJA, along with the Charlottesville, VA-based Local Energy Alliance Program (LEAP), was one of 120 organizations across the country selected to receive nearly \$120 million to drive innovation under the DOE's Weatherization Innovation Pilot Program (WIPP). The team of GJA and LEAP was awarded \$1.9 million to improve energy and water efficiency in low-income multifamily housing throughout the Hampton Roads and Charlottesville-Albemarle communities. They will work in partnership to provide landlords with investment-grade energy audits, one-stop contracting and financing options, as well as run a comprehensive tenant engagement program designed to educate and involve the tenants who can benefit the most from these energy-saving efforts. GJA's WIPP program will retrofit 1,700 low-income multifamily housing units in Hampton Roads and Charlottesville creating an \$8 million direct economic impact.

State Energy Program

Finally on September 9, 2010 the DOE awarded a multi-state partnership including the GJA and LEAP \$2.8 million in an effort to lower energy bills for families and businesses, boost job growth, and increase investment in companies that deliver energy-saving technologies in Virginia. This grant will help create a sustainable transformation in the market for energy-saving, whole-building improvements in residential and commercial buildings.

Potential Outcomes

In 2011 – 2012, GJA could potentially and realistically be the largest single job creator in Hampton Roads. This region needs to leverage GJA's success into a larger green economic expansion. In addition to the jobs created and economic impact previously outlined, the following important outcomes are possible and should be pursued by the region with real zeal.

- Leverage the NEXT STEP program to stand up a vibrant residential and commercial energy efficiency industry in Hampton Roads for the long term;
- Leverage the WIPP program to create an energy efficiency industry serving the multifamily housing sector;



- Leverage the Weatherization Training Center grant into creating a one-of-a-kind in the nation Energy Efficiency and Renewable Training Center to support the recruitment and growth of renewable industries, especially offshore wind, in Hampton Roads.

The simple and direct question is...What will you do to help make it a reality?

GJA needs you! Get involved business, community, government leaders! The time is now for you to actively support the efforts of the GJA. You can come alongside the GJA and help to bring economic growth and green jobs to our region and your locality.

For more information please contact Randy Gilliland, rgilliland@greenjobsalliance.org, 757-814-0001.

Green Jobs Alliance-NEXT STEP		DOE-Filed	Actual
1st Six Months (June-Nov)		Budget	Performance
Operational		Total	
Rent		\$0	
Utilities		\$0	
Communications-Phone (land/cell)		\$720	
Communications-Internet		\$480	\$145
		\$1,200	\$145
Organizational			
Legal		\$6,000	
Accounting		\$6,000	
Insurance		\$6,000	
Fees & Taxes		\$1,000	
Dues & Subscriptions		\$1,000	\$250
Hardware Lease		\$2,500	
Software		\$3,500	
		\$26,000	\$250
Personnel Costs			
Administrative Support		\$9,000	\$0
Bookkeeper		\$9,000	
Fringe Benefits		\$5,760	
		\$23,760	\$0
Travel			
Conferences		\$4,000	\$2,853
Airfare		\$4,000	\$896
Lodging		\$6,400	
Per diem		\$2,400	
Mileage		\$6,120	
		\$22,920	\$3,749
Supplies			
Trade Show		\$5,000	
Misc		\$1,500	\$29
Postage		\$1,500	
Printing		\$10,000	\$3,596
		\$18,000	\$3,625
Contractual			
IT Tool-Acquisition/Training		\$80,000	
IT Tool-Maintenance		\$5,000	
Procurement Software-Acquisition/Training		\$0	
3rd Party Administration		\$377,000	\$160,560
Marketing/Media		\$125,000	
Rebates/Incentives		\$50,000	
		\$637,000	\$160,560
Total 1st Six Months		\$728,880	\$168,330
2nd Six Months (Dec-May)			
Operational		Total	
Rent		\$0	
Utilities		\$0	
Communications-Phone (land/cell)		\$1,080	
Communications-Internet		\$720	

		\$1,800	
Organizational			
Legal		\$6,000	
Accounting		\$6,000	
Insurance		\$6,000	
Fees & Taxes		\$1,000	
Dues & Subscriptions		\$1,000	
Hardware Lease		\$2,500	
Software		\$3,500	
		\$26,000	
Personnel Costs			
Program Director		\$0	
Deputy Director		\$0	
Marketing/Outreach Director		\$0	
Administrative Support		\$18,000	
Bookkeeper		\$18,000	
Fringe Benefits		\$11,520	
		\$47,520	
Travel			
Conferences		\$4,000	
Airfare		\$4,000	
Lodging		\$6,400	
Per diem		\$2,400	
Mileage		\$6,120	
		\$22,920	
Supplies			
Trade Show		\$5,000	
Misc		\$1,500	
Postage		\$1,500	
Printing		\$10,000	
		\$18,000	
Contractual			
IT Tool-Acquisition/Training		\$0	
IT Tool-Maintenance		\$5,000	
Procurement Software-Acquisition/Training		\$0	
3rd Party Administration		\$374,200	
Marketing/Media		\$125,000	
Rebates/Incentives		\$250,000	
		\$754,200	
Total 2nd Six Months		\$870,440	
Total Expenses 1st Year		\$1,599,320	
Revenue			
DOE Better Buildings Grant-Start-Up Funds		\$500,000	\$308,824
DOE Better Buildings Grant-Start-Performance Funds		\$455,140	\$0
Non-DOE Better Buildings Grant Funds		\$644,180	\$0
Total Revenue		\$1,599,320	\$308,824
Net Income		\$0	\$140,494

GREEN JOBS ALLIANCE

Better Building - NEXT STEP Program
Local Government Funding Status

Potential Economic Impact by Locality

Locality	Population*	% of Regional Population	# of homes		1% Penetration Value @ Avg of \$7,500/retrofit	2 % Penetration Annual Market Value @ Avg of \$7,500/retrofit
			@ 1% Annual Market Penetration	# of homes		
			@ 2% Annual Market Penetration	Annual Market Value @ Avg of \$7,500/retrofit		
Chesapeake	219,960	13.2%	927	1,853	\$6,950,332	\$13,900,664
Franklin	8,362	0.5%	35	70	\$264,224	\$528,448
Gloucester County	36,647	2.2%	154	309	\$1,157,978	\$2,315,956
Hampton**	144,749	8.7%	610	1,220	\$4,573,802	\$9,147,605
Isle of Wight County	34,977	2.1%	147	295	\$1,105,209	\$2,210,418
James City County	63,696	3.8%	268	537	\$2,012,677	\$4,025,353
Newport News	182,591	11.0%	769	1,539	\$5,769,540	\$11,539,080
Norfolk	237,764	14.3%	1,002	2,003	\$7,512,906	\$15,025,811
Poquoson	11,881	0.7%	50	100	\$375,418	\$750,836
Portsmouth	98,124	5.9%	413	827	\$3,100,538	\$6,201,076
Southampton County	18,620	1.1%	78	157	\$588,358	\$1,176,716
Suffolk	83,006	5.0%	350	699	\$2,622,837	\$5,245,674
Surry County	7,164	0.4%	30	60	\$226,369	\$452,738
Virginia Beach	434,412	26.1%	1,830	3,660	\$13,726,621	\$27,453,242
Williamsburg	13,572	0.8%	57	114	\$428,850	\$857,701
York County	65,964	4.0%	278	556	\$2,084,341	\$4,168,682
	1,661,489		7,000	14,000	\$52,500,000	\$105,000,000

Max Additional 2010-2011 Potential Revenue

Notes:

*Weldon Cooper 2009 Provisional Population

**Hampton is paying the rent (CASH, not in-kind) for GJA offices for 3 years and providing fiscal agent services for two grants

Meeting shcheduled with locality

Funding Request made of locality...awaiting response

Funds Received

Funds to be included in CAO's Recommended Budget

Funds Not Received From 2010 Request

Regional Per Capita Allocation to Other Organizations	
Hampton Road Economic Development Authority	\$0.95
Hampton Road Planning District Commission	
Member Contribution	\$0.82
Metro Medical Response System	\$0.20
HR Military and Federal Facilities Alliance	\$0.50
Regional Air Service Enhancement Fund	\$0.40
Peninsula Council for Workforce Development	\$0.51

GREEN JOBS ALLIANCE

Better Building - NEXT STEP Program

Local Government Funding Status

Locality	Population*	\$/Capita	2010-2011		2011-2012		2012-2013		2013-2014	
			Budget Cycle	\$/capita	Budget Cycle	\$/capita	Budget Cycle	\$/capita	Budget Cycle	
Chesapeake	219,960	\$0.10	\$21,996.00	\$0.20	\$43,992.00	\$0.25	\$54,990.00	\$0.25	\$54,990.00	
Franklin	8,362	\$0.10	\$836.20	\$0.20	\$1,672.40	\$0.25	\$2,090.50	\$0.25	\$2,090.50	
Gloucester County	36,647	\$0.10	\$3,664.70	\$0.20	\$7,329.40	\$0.25	\$9,161.75	\$0.25	\$9,161.75	
Hampton**	144,749	\$0.10	\$14,474.90		\$46,274.67		\$46,274.67		\$46,274.67	
Isle of Wight County	34,977	\$0.10	\$3,497.70	\$0.20	\$6,995.40	\$0.25	\$8,744.25	\$0.25	\$8,744.25	
James City County	63,696	\$0.10	\$6,369.60	\$0.20	\$12,739.20	\$0.25	\$15,924.00	\$0.25	\$15,924.00	
Newport News	182,591	\$0.10	\$18,259.10	\$0.20	\$36,518.20	\$0.25	\$45,647.75	\$0.25	\$45,647.75	
Norfolk	237,764	\$0.10	\$23,776.40	\$0.20	\$47,552.80	\$0.25	\$59,441.00	\$0.25	\$59,441.00	
Poquoson	11,881	\$0.10	\$1,188.10	\$0.20	\$2,376.20	\$0.25	\$2,970.25	\$0.25	\$2,970.25	
Portsmouth	98,124	\$0.10	\$9,812.40	\$0.20	\$19,624.80	\$0.25	\$24,531.00	\$0.25	\$24,531.00	
Southampton County	18,620	\$0.10	\$1,862.00	\$0.20	\$3,724.00	\$0.25	\$4,655.00	\$0.25	\$4,655.00	
Suffolk	83,006	\$0.10	\$8,300.60	\$0.20	\$16,601.20	\$0.25	\$20,751.50	\$0.25	\$20,751.50	
Surry County	7,164	\$0.10	\$716.40	\$0.20	\$1,432.80	\$0.25	\$1,791.00	\$0.25	\$1,791.00	
Virginia Beach	434,412	\$0.10	\$43,441.20	\$0.20	\$86,882.40	\$0.25	\$108,603.00	\$0.25	\$108,603.00	
Williamsburg	13,572	\$0.10	\$1,357.20	\$0.20	\$2,714.40	\$0.25	\$3,393.00	\$0.25	\$3,393.00	
York County	65,964	\$0.10	\$6,596.40	\$0.20	\$13,192.80	\$0.25	\$16,491.00	\$0.25	\$16,491.00	
Max Additional 2010-2011 Potential Revenue	1,661,489		\$166,148.90		\$349,622.67		\$425,459.67		\$425,459.67	
			\$123,294.90							

Notes:

*Weldon Cooper 2009 Provisional Population

**Hampton is paying the rent (CASH, not in-kind) for GJA offices for 3 years and providing fiscal agent services for two grants

Meeting shcheduled with locality

Funding Request made of locality...awaiting response

Funds Received

Funds to be Included in CAO's Recommended Budget

Funds Not Received From 2010 Request

Regional Per Capita Allocation to Other Organizations	
Hampton Road Economic Development Authority	\$0.95
Hampton Road Planning District Commission	
Member Contribution	\$0.82
Metro Medical Response System	\$0.20
HR Military and Federal Facilities Alliance	\$0.50
Regional Air Service Enhancement Fund	\$0.40
Peninsula Council for Workforce Development	\$0.51

WILLIAMSBURG AREA
ARTS
COMMISSION

401 LAFAYETTE STREET, WILLIAMSBURG, VA 23185

January 18, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Dear Phil,

The Williamsburg Area Arts Commission is pleased to report to you actions taken for the 2011-12 grant year.

Last year, we granted \$120,000 to 30 organizations providing arts services in the Williamsburg area. As in the past two years, the economic situation requires us to be cautious and conservative in our budget recommendations. The commissioners have agreed upon a total appropriation that reflects the needs and contributions of our local arts organizations, as well as the City's pressing financial circumstances.

Two organizations that did not seek funding last year have returned with requests and three new organizations are seeking funding in this grant cycle. In two cases, we have recommended no funding. We have kept our total request at last year's level, being mindful of the fact that there are no additional funds available this year. In most cases this level of funding is less than what the organizations need and have requested.

The regular grant appropriation request for FY 12 is \$120,000 to fund 34 organizations, therefore, the request for FY 12 appropriation from the City and the County is \$55,000 each. This assumes that each locality will receive \$5,000 from the Commonwealth, as in the past.

Thank you for your most generous past support of the Williamsburg Area Arts Commission. We hope that the economic environment improves soon.

Sincerely,

Sophia C. Hart

Sophia Crysler Hart
Chairman
(757) 220-7272 or shart@cwf.org



401 LAFAYETTE STREET, WILLIAMSBURG, VA 23185

RECOMMENDATION FOR ANNUAL GRANT

\$55,000 City of Williamsburg (50%)

\$55,000 James City County (50%)

\$10,000 State Challenge Grant

Total \$120,000

Funding: \$ 10,000 State Challenge Grant
 \$110,000 Local Funds

Total \$120,000

WILLIAMSBURG AREA ARTS COMMISSION SUMMARY - FY 2012

Number	Organization	Amount Requested/Funded FY 2009-2010	Amount Requested/Funded FY 2010-2011	Amount Requested FY 2011-2012	Amount Recommended FY 2011-2012	Total Proposed for General Operations FY12	Total Proposed for Project FY 12	Funding as % of Budget Request FY 12	Total # Served FY 2010 (Latest)	Description of Grant Request
Full Year of Data										
Instrumental Performance Group										
1	THE WILLIAMSBURG SYMPHONIA P O BOX 400 Williamsburg, VA 23187 Janis MacQueston 757 561-6575 janiesque@aol.com	18,000/12,740	15,000/11,807.90	\$15,000.00	\$11,500.00	\$15,000.00		76.67%	Youth - 5000 Adults - 4000 Other - 3000 Total - 12,000	Support to cover costs assoc. for 15 concerts (incl. 10 Masterwork, 4 Holiday Pops and Music Under the Stars w/ AOTFA) and expanded in-school educ. program in HT.
2	VIRGINIA SYMPHONY 861 Glenrock Road, Suite 200 Norfolk, VA 23502 Emily Barnhill-Rodriguez 757-213-1422 erodriguez@virginiasymphony.org	15,000/12,740	15,000/10,830.60	\$25,000.00	\$10,500.00	\$25,000.00		42.00%	Youth - 1200 Adults - 1150 Other - 1750 Total - 4,100	Support to cover costs assoc. for 4 Classic Concerts & educational program in W/JCC. Negotiations underway for potential satellite office location in Williamsburg.
3	TIDEWATER CLASSICAL GUITAR SOCIETY, INC. P O BOX 777 Norfolk, VA 23501 Meade Stith 757-618-5784 tcgs@mac.com or jutemill@msn.com	3,300/2,450	3,300/2,388.38	\$3,300.00	\$2,300.00	\$3,300.00		89.70%	Youth - 181 Adults - 45 Other - 75 Total - 301	Money to support 3 concerts at WRL (represents almost ½ of season). Funds for production, artists fees, hall rental, publicity, etc.
4	WILLIAMSBURG CONSORT 24 Winter Fox Williamsburg Va 23185-5542 Sally Craig 757 258-7798 wmbconsort@aol.com or sraicva@aol.com	5,000/2,205	5,000/1930	\$5,500.00	\$2,000.00	\$5,500.00		38.36%	Youth - 200 Adults - 500 Other - 1000 Total - 1,700	Funding for guest conductor/guests soloist, various workshops (adult musicians, W&M, and High school students) and soloists' microphone. All performances in Williamsburg area.
Subtotal of Instrumental Performance Groups		41,300/30,135	38,300/26,756.88	\$48,800.00	\$26,300.00	\$40,000.00	\$8,800.00	53.89%	TOTAL 18,101	
Vocal Performance Group										
5	WILLIAMSBURG CHORAL GUILD PO BOX 1864 Williamsburg, VA 23187 Elaine Reubush 757-234-0769 ereubush@cox.net	10,000/4,410	10,000/4,825	\$10,000.00	\$4,500.00	\$10,000.00		45.00%	Youth - 80 Adults - 1541 Other - 920 Total - 2,521	Funding for Artistic Director, rehearsal accompaniment, prof. instrumentalist, vocal soloists, venue costs and Summer Sings program.
6	PUBLICK TIMES CHORUS OF SWEET ADELINE'S INTL 184 Little John Place Newport News, Va 23602 Marianne Tully 757 674-1792 tulymk@aol.com	1,000/833	1,000/772	\$1,000.00	\$750.00	\$1,000.00		75.00%	Youth - 40 Adults - 9000 Other - 450 Total - 9,490	Funds towards new music, coaching sessions, and educational support for members. At least 4 scheduled free concerts in Wmbsg area.
7	VIRGINIA CHORALE P.O. Box 3455 Norfolk, Virginia 23514 Jessica Anderson 757 627-8375 info@vachorale.org	5,000/2,450	2,500/2,291.88	\$2,500.00	\$1,800.00	\$2,500.00		72.00%	Youth - 350 Adults - 1100 Other - 800 Total - 2,250	Financial support for 4 concerts at Wmbsg Pres. Church and in-school education programs that coincide with performances.
8 A	VIRGINIA CHORAL SOCIETY, INC. P.O. Box 1742 Newport News, VA 23801 Charles Bump 757 636-8888 marketing@vachoralsociety.org or cmbump@aol.com	0/0	200/0	\$0.00	\$0.00			FALSE	Youth - NA Adults - NA Other - NA Total - NA	
8 B	VIRGINIA CHORAL SOCIETY, INC. P O BOX 1742 Newport News, VA 23801 Charles Bump 757 636-8888 marketing@vachoralsociety.org or cmbump@aol.com	700/196	250/241.25	\$250.00	\$200.00	\$250.00		80.00%	Youth - 3 Adults - 29 Other - 28 Total - 60	Support for one holiday concert at Williamsburg Presbyterian Church, spec. cost of hall rental.
9	WILLIAMSBURG WOMEN'S CHORUS, INC. PO Box 885 Williamsburg, VA 23187-0885 Blair Murray-Turrentine 757-273-1198 blmurray7474@cox.net	2,500/1,715	0/0	\$1,080.00	\$750.00	\$1,060.00		70.75%	Youth - 20 Adults - 300 Other - 100 Total - 420	Support for intergenerational choral event inviting girls from Berkley Middle School & Williamsburg Youth Chorale to sing with WWC at 2011 Winter Concert.
10	CHESAPEAKE BAY WIND ENSEMBLE P.O. Box 6633 Yorktown, VA 23690-6633 Helen Crocker 757-714-0216 mlplusing@cox.net	0/0	0/0	\$500.00	\$200.00	\$500.00		40.00%	Youth - NA Adults - NA Other - NA Total - NA	Funding to offset expenses for Holiday Concert at Kimball Theatre.
Subtotal Vocal Performance Group		19,200/9,604	13,950/8,130.13	\$18,310.00	\$8,200.00	\$11,000.00	\$4,310.00	53.56%	TOTAL 14,741	

WILLIAMSBURG AREA ARTS COMMISSION SUMMARY - FY 2012										
Number	Organization	Amount Requested/Funded FY 2009-2010	Amount Requested/Funded FY 2010-2011	Amount Requested FY 2011-2012	Amount Recommended FY 2011-2012	Total Proposed for General Operations	Total Proposed for Project	Funding as % of Budget Request	Total # Served FY 2010 (Latest)	Description of Grant Request
						FY12	FY 12	FY 12	Full Year of Data	
<u>Theatrical Groups</u>										
11	VA SHAKESPEARE FESTIVAL College of W & M - Box 6795 Williamsburg, VA 23187-6795 Christopher Owens 757 221-2683 clownen@wm.edu	8,500/7,840	8,500/6,272.50	\$8,500.00	\$6,250.00	\$8,500.00		73.53%	Youth - 1306 Adults - 3348 Other - 2231 Total - 6,887	Funding for 2011 Season—programs incl. Hamlet and The Comedy of Errors & 3 weeks of Young Shakespeare Camps.
12	WILLIAMSBURG PLAYERS, INC. P O BOX 91 Williamsburg, VA 23187 Laura Heymann 757-258-4812 laurahaymann@cox.net	10,000/6,370	9,350/6,031.25	\$8,000.00	\$6,000.00		\$9,000.00	66.67%	Youth - 250 Adults 3270 Other - 5400 Total - 9,820	Costs of programming includes 5 Mainstage productions, 4 free Readers Theater productions.
	AMERICAN PLAYWORKS (VIRGINIA PREMIER THEATRE) PO Box 84 Foster, VA 23056 Mary Wadkins 804 725-3845 mwadkinsvptheatre.com	0/0	2,000/965	\$0.00	\$0.00			0.00%	Youth - NA Adults - NA Other - NA Total - NA	
	Subtotal Theatrical Groups	18,500/14,210	18,850/13,268.75	\$17,500.00	\$12,250.00	\$8,500.00	\$9,000.00	70.00%	TOTAL 16,807	
<u>Concerts and Performances</u>										
13	CELEBRATE YORKTOWN COMMITTEE OF THE YORKTOWN FOUNDATION 110 Yorkview Road Yorktown Va 23692 Susan Powell 757 888-6510 susan.p17@gmail.com	1,000/490	1,000/0	\$1,500.00	\$500.00		\$1,500.00	33.33%	Youth - 50 Adults - 130-450 Other - NA Total - 500	Support for free summertime concert series at Grace Episcopal Church, Yorktown.
14	THE WILLIAMSBURG MUSIC CLUB PO Box 1808 Williamsburg, VA 23187 Kathy Exton 757 229-6197 kathyendres@verizon.net	1,800/794	1,800/965	\$1,600.00	\$1,000.00		\$1,600.00	62.50%	Youth - 20 Adults - 35 Other - 40 Total - 950	Financial assistance for 9 free monthly Wednesday morning recitals at Bruton Parish.
	Subtotal Concerts and Performances	2,800/1,284	2,800/965	\$3,100.00	\$1,800.00	\$0.00	\$3,100.00	48.39%	TOTAL 1,480	
<u>Visual Arts Groups</u>										
15	THIS CENTURY ART GALLERY P.O. BOX 388 Williamsburg, VA 23187 Sally Craig 757-258-7798 scrailqva@aol.com	15,000/10,780	15,000/10,132.50	\$15,000.00	\$10,500.00	\$15,000.00		70.00%	Youth - 2500 Adults - 5000 Other - 2500 Total - 10,000	Funding of programs and activities, incl. art classes and workshops, art exhibitions, and outreach programs in Wmbsg area.
16	THE ARC OF GREATER WILLIAMSBURG 202 D Packets Court Williamsburg, VA 23185 Darla L. Krupski 757 229-3535 darla.k@thearcow.org	\$0.00	7,000/2,895	\$5,500.00	\$3,000.00		\$5,500.00	54.55%	Youth - NA Adults - NA Other - NA Total - NA	Funding of 12 Literature & Arts classes for Arc clients at Muscarelle Museum. Costs include client transportation, administrative support, supplies, & provisions for instructors
	VIRGINIA LIVING MUSEUM 524 J. Clyde Morris Blvd. Newport News, VA 23601 Carolyn Cuthrell 757 534-7487 carolyn.cuthrell@thevlm.org	0	5,860/0	\$0.00	\$0.00			0.00%	Youth - NA Adults - NA Other - NA Total - NA	
	Subtotal Visual Arts Groups	17,500/10,780	28,560/13,027.50	\$20,500.00	\$13,500.00	\$15,000.00	\$5,500.00	65.85%	TOTAL 10,000	
<u>FESTIVALS</u>										
17	FIRST NIGHT WILLIAMSBURG, INC. PO BOX 1382 Williamsburg VA 23187 Karen Peifer 757-253-1232 kjpeifer@cox.net	15,000/9,310	15,000/8,685	\$10,000.00	\$8,700.00	\$10,000.00		87.00%	Youth - 700 Adults - 4000 Other - 2500 Total - 7,200	Money for annual community-wide nonalcoholic New Year's Eve celebration of performing arts in Wmbsg. Est. attendance: 6,000. Costs incl. materials, performers, fireworks, etc. (There are no paid employees of First Night)

WILLIAMSBURG AREA ARTS COMMISSION SUMMARY - FY 2012

Number	Organization	Amount Requested/Funded FY 2009-2010	Amount Requested/Funded FY 2010-2011	Amount Requested FY 2011-2012	Amount Recommended FY 2011-2012	Total Proposed for General Operations	Total Proposed for Project	Funding as % of Budget Request	Total # Served FY 2010 (Latest)	Description of Grant Request
						FY12	FY 12	FY 12	Full Year of Data	
18	VIRGINIA ARTS FESTIVAL 440 Bank Street Norfolk, VA 23510 J. Scott Jackson 757 282-2806 slackson@vafest.org	10,000/5,390	10,000/5,307.50	\$10,000.00	\$5,500.00		\$10,000.00	55.00%	Youth - 1416 Adults - 2160 Other - 197 Total - 3,793	Support for the 10th annual Festival Williamsburg (to be held May 24-7, 2012) includes 5 local performances, student matinees, master classes, in-school workshops & attendance of all 5th grade WJCC students at the VA International Tattoo.
19	AN OCCASION FOR THE ARTS P O BOX 363 Williamsburg, VA 23187 John Gordy 757-613-8629 jgordy2@cox.net	5,000/3,528	7,000/4,342.50	\$7,000.00	\$5,395.00	\$7,000.00		77.07%	Youth - 5000 Adults - 20000 Other - 10000 Total - 35,000	Support for infrastructure and performing artists' fees assoc. with expanded 43rd AOFTA annual event held in Williamsburg. Featuring 135+ juried artist and 50+ performing arts groups.
	Subtotal Festivals	30,000/18,228	32,000/18,335	\$27,000.00	\$19,565.00	\$17,000.00	\$10,000.00	72.57%	TOTAL 45,993	
	IN-SCHOOL ARTS EDUCATIONAL PROGRAMMING									
20	VIRGINIA OPERA P O BOX 2580 Norfolk, VA 23501-2580 Susan Porter 757 627-8545 ext. 3372 susan.porter@vaopera.org	14,000/8,330	14,000/7,720	\$12,000.00	\$7,000.00		\$12,000.00	58.33%	Youth - 3700 Adults - 370 Other - 230 Total - 4,300	Support for 8 in-school performances/services and 1 adult and student outreach programming in Williamsburg.
21	THEATRE IV 114 West Broad Street Richmond, VA 23220 Emily Cole 804 783-1888 x27 info@theatreivrichmond.org or e.cole@theatreivrichmond.org	5,000/3,430	4,500/2,895	\$3,500.00	\$2,900.00		\$3,500.00	82.88%	Youth - 3500 Adults - 175 Other - 0 Total - 3,675	Seeks partial funding for HT arts-in-education programming. Projected attendance @ 4,000. Money 10 underwrites touring performances of 12 WJCC in-school SOL compliant plays and musical productions.
22	YOUNG AUDIENCES OF VIRGINIA, INC. 420 North Center Dr. Ste 239 Norfolk, VA 23502-4067 Courtney Gardner 757 488-7555 Info@yav.org or executive@director@yav.org	5,000/2,940	5,000/2,605.50	\$5,875.00	\$2,600.00		\$5,875.00	44.28%	Youth - 7200 Adults - 280 Other - 0 Total - 7,480	Support for Curriculum Plus Project (arts-in learning program that addresses specific SOLs), incl. performances directly linked to lessons being taught. To provide 7-10 WJCC schools a series of 20-25 arts programs.
23	VIRGINIA STAGE COMPANY P.O. Box 3770 Norfolk, VA 23514 Anne Randolph Powell 757 427-6888 x315 arpowell@vastage.com	800/490	500/434.25	\$500.00	\$425.00		\$500.00	85.00%	Youth - 775 Adults - 32 Other - 86 Total - 893	Funding for CULTIVATE offering In-School Touring Productions and Workshops for teachers and students with online teaching guides in W/JCC area.
24	WILLIAMSBURG REGIONAL LIBRARY FOUNDATION 770 Croaker Road Williamsburg Va 23188 Noreen Bernstein 757 259-4054 nbernste@wrlf.org	13,500/7,350	13,000/6,513.75	\$9,000.00	\$6,500.00		\$9,000.00	72.22%	Youth - 1500 Adults - 126 Other - 20 Total - 1,646	Funding for author/illustrator Peter Catalanotto's visit as part of Looking To Learn. Includes honorarium of \$10,000 plus travel, housing and meals. Serves approx. 630 children in HeadStart, Bright Beginnings, WJCC and York schools.
	Subtotal In-school Arts Educational Programming	38,300/22,540	37,000/20,138.50	\$30,875.00	\$19,428.00	\$0.00	\$30,875.00	62.91%	TOTAL 17,894	
	Youth Music Programs									
25	WMSBG. YOUTH ORCHESTRA P.O. BOX 1502 Williamsburg, VA 23187-1502 Paula Agor 757-294-5134 pharmacy@nccsc.org	7,000/4,410	7,000/4,246	\$5,000.00	\$4,200.00	\$5,000.00		64.00%	Youth - 230 Adults - 930 Other - 240 Total - 1,400	Operating expenses for student scholarships, rehearsal & performance space rental, conductor and manager salaries, fundraising expenses, and administrative overhead expenses.
26	FLUTE FRENZY ASSOCIATION P.O. Box 1268 Williamsburg, VA 23187-1268 Paula Keller 757-580-8471 perdark@msn.com	1,000/794	5,500/772	\$5,000.00	\$750.00		\$5,000.00	15.00%	Youth - 405 Adults - 1035 Other - 540 Total - 1,980	Partial funding for Small Ensemble Program and National Flute Assoc. includes stipends for Artistic Dir. and Assoc. Music Dir., sheet music, need based scholarships, uniforms, various overhead expenses. 6 Small Ensemble and 3 NFA free performances in Wmbsg.
27	WILLIAMSBURG YOUTH HARP SOCIETY 2824 Linden Lane Williamsburg, VA 23185 Rebecca Reimers Cristol 757 585-0777 williamsburgyouthharp@cox.net or rcristol@cox.net	8,050/3,430	3,700/1,930	\$3,000.00	\$1,000.00		\$3,000.00	33.33%	Youth - 40 Adults - 75 Other - 25 Total - 140	Funding to conduct 3 Master Classes for our performing ensembles. Performances of ensembles reach approx. 1000+ listeners in HT.
28	WILLIAMSBURG YOUTH WIND ENSEMBLE INC. 4836 Burnley Drive Williamsburg, VA 23188 Annamarie Lewis 757-259-0885 wywe@cox.net	0/0	0/0	\$7,000.00	\$0.00		\$7,000.00	0.00%	Youth - NA Adults - NA Other - NA Total - NA	Funding for expenses in staging summer music festival, including rent, band direction, music, performance t-shirts and guest directors.
29	WJCC COMMUNITY ACTION AGENCY 312 Weller Mill Road Williamsburg, Va 23185 Reba Bolden 757-229-8332 reba@uni.net	0/0	0/0	\$10,990.00	\$0.00		\$10,990.00	0.00%	Youth - NA Adults - NA Other - NA Total - NA	Support to establish a music program for underserved children. Funds for Instructors, piano, sheet music, CDs, and student's attendance at Williamsburg Symphony and VA Regional Ballet performances.
	Subtotal Youth Music Programs	18,050/8,634	18,200/6,948	\$30,990.00	\$8,950.00	\$8,000.00	\$28,990.00	19.20%	TOTAL 3,520	

WILLIAMSBURG AREA ARTS COMMISSION SUMMARY - FY 2012

Number	Organization	Amount Requested/Funded FY 2009-2010	Amount Requested/Funded FY 2010-2011	Amount Requested FY 2011-2012	Amount Recommend FY 2011-2012	Total Proposed for General Operations	Total Proposed for Project	Funding as % of Budget Request	Total # Served FY 2010 (Latest)	Description of Grant Request
		FY12	FY12	FY12	FY12	FY12	FY12	FY12	FY12	
Youth Theater and Dance Program										
30	COMMUNITY ALLIANCE FOR THE PERFORMING ARTS (CAPA) FUND P.O. Box 2953 Williamsburg, Va 23187 Ron Boucher 757-229-8535 capafund.org or rboucher@evspa.org	10,000/2,940	10,000/1,737	\$10,000.00	\$1,530.00		\$10,000.00	15.30%	Youth - 150 Adults - 225 Other - 75 Total - 450	Support towards production/project costs for performances and programs in HT. 3 Spotlight public performances at WRL, Summer Musical Theatre & Drama Production, Summer Dance Intensive Performance, Spring Musical, 6 Dance Force Performances.
31	STAGELIGHTS, INC. PO Box 1910 Williamsburg, VA 23187 Laura Griffith 757-545-0210 lgriffith@aol.com	3,000/2,205	3,000/2,026.50	\$3,000.00	\$2,000.00	\$3,000.00		66.67%	Youth - 550 Adults - 800 Other - 150 Total - 1,500	Summer theatre arts program aimed towards youth aged 6 – 13; support for financial aid scholarships with any remaining funds applied to operating costs.
32	VIRGINIA REGIONAL BALLET, INC. 1228 Richmond Road Williamsburg, Va 23185 Adelle Carpenter 757-584-1920 Innes@danceVRB.com or apcarpenter@cox.net	10,000/3,920	6,000/3,783.50	\$6,000.00	\$3,600.00		\$6,000.00	60.00%	Youth - 1500 Adults - 100 Other - 0 Total - 1,600	Funds used for production of abbreviated Nutcracker Ballet specifically designed for local and surrounding schools, 6 school shows; donated seats to entire Wmbsg, JCC and York County's HeadStart program.
33	INSTITUTE FOR DANCE 3356 ironbound Road #501 Williamsburg, VA 23188 Christie Bule 757-532-1861 christie.bule@gmail.com	6,000/1,470	3,000/0	\$6,000.00	\$1,260.00		\$6,000.00	20.63%	Youth - 120 Adults - 348 Other - 120 Total - 588	Support for orig. holiday 'Broadway style' performance. Costs include various salaries, venue rental, and advertising. 3 public performances at Kimball Theater.
Subtotal Youth Theater and Dance Program		28,000/10,535	22,000/7,527	\$25,000.00	\$8,380.00	\$3,000.00	\$22,000.00	33.52%	TOTAL 4,138	
Youth Visual Arts Programs										
34	MUSCARELLE MUSEUM OF ART College of William & Mary P O Box 8783 Williamsburg, VA 23187 Christina Carroll 757-221-2717 cmcarroll@wm.edu	0/0	0/0	\$5,000.00	\$1,000.00		\$5,000.00	20.00%	Youth - NA Adults - NA Other - NA Total - NA	Funding for K-5 three day comprehensive SOL supportive education program at Muscarelle Museum.
Subtotal Youth Visual Arts Program		0/0	0/0	\$5,000.00	\$1,000.00	\$0.00	\$5,000.00	0.00%	TOTAL 0	
Humanities, Promotions and Advocacy										
35	WHRO 5200 Hampton Blvd. Norfolk, VA 23508 Virginia Thumm 757-889-0356 Virginia.Thumm@whro.org	10,000/2,450	20,000/2,805.50	\$12,000.00	\$2,500.00		\$12,000.00	20.83%	Youth - 100,000 Adults - 400,000 Other - 0 Total - 500,000	Funding to support increased promotion of arts & arts events in Wmbsg., broadcasts from new WHRO Studio, greater marketing effort in Wmbsg. and expanded events in HT
36	CULTURAL ALLIANCE OF GREATER HAMPTON ROADS 5200 Hampton Blvd. Norfolk, VA 23508-1507 Patricia Rublein 757-889-9479 info@culturali.org or patricia@culturali.org	2,500/1,960	2,500/1,785.25	\$2,000.00	\$1,000.00	\$2,000.00		50.00%	Youth - NA Adults - NA Other - NA Total - NA	General operating funds to support programs made available to geographic area served by WAAC. Includes arts advocacy, Commissioners Roundtable, and recognition of HT arts leader with Alli awards, health insurance, and Economic Impact Study
Subtotal Humanities, Promotions and Advocacy		12,500/4,410	22,500/4,390.75	\$14,000.00	\$3,500.00	\$2,000.00	\$12,000.00	25.00%	TOTAL 500,000	
WILLIAMSBURG AREA ARTS COMMISSION		1,000/420	500/482.50	\$400.00	\$400.00	\$400.00		100.00%		Administrative expenses.
TOTAL		226,150/130,780	233,460/120,000	\$238,475.00	\$120,000.00	\$101,900.00	\$136,575.00	50.32%	632,744	
Source of Funds										
CITY OF WILLIAMSBURG (50%) \$55,000										
JAMES CITY COUNTY (50%) \$55,000										
STATE CHALLENGE GRANT \$10,000										
TOTAL \$120,000										



January 18, 2011

Mr. Philip Sera
Director of Finance
401 Lafayette Street
Williamsburg, VA 23185-3617

Dear Mr. Sera,

On behalf of the Virginia Arts Festival's Board of Directors and staff, I respectfully request \$55,000 in support from the City of Williamsburg for *2012 Festival Williamsburg*. *Festival Williamsburg* has become a cornerstone event for the Virginia Arts Festival, with growing recognition received each year for this Memorial Day Weekend of world-class performing arts programming. Working in partnership with the City of Williamsburg and the Colonial Williamsburg Foundation as well as other public and private entities, we will highlight Williamsburg's cultural opportunities, by focusing national PR exposure on the Historic Triangle as a premier destination for the cultural tourist, through our *2012 Festival Williamsburg* celebration.

The Williamsburg Advisory Committee, now in its sixth year, continues to have a positive impact on our understanding of the greater Williamsburg area, and our long-term plans to increase the Festival's presence there. With the City of Williamsburg's continued support, the Virginia Arts Festival can be a strong catalyst for the continued growth in the cultural life of the Williamsburg region.

Thank you for your consideration of our request. Please call me if you have any questions at (757) 282-2806.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Scott Jackson".

J. Scott Jackson
General Manager

**Virginia Arts Festival
Budget Request for Consideration by
City of Williamsburg:
\$55,000 for FY 2012**

Introduction

On behalf of the Board of Directors of the Virginia Arts Festival, we respectfully request underwriting support from the City of Williamsburg for FY 2012 in the amount of \$55,000. These funds will be used to support 2012 Virginia Arts Festival programming in Williamsburg, in particular *2012 Festival Williamsburg*.

Festival Williamsburg has become a cornerstone for the Virginia Arts Festival's annual season, with growing recognition received each year for this special weekend of world-class performing arts programming. Working in partnership with the City of Williamsburg, The Colonial Williamsburg Foundation as well as other public and private entities, the *2012 Festival Williamsburg* marketing plan will highlight Williamsburg's cultural opportunities, excellent lodging and fine dining. Through *2012 Festival Williamsburg* performing arts programming, the Festival will focus national PR exposure on the Historic Triangle as a premier destination for the cultural tourist.

2012 Festival Williamsburg will feature world-class artists in a variety of genres to include dance, large classical and chamber music, jazz and/or world music. Events will take place Thursday through Sunday in the Williamsburg Lodge and Williamsburg Winery.

Relationship of the request to the total expenditures of the organization

The \$55,000 request represents less than 1% of our total budget of \$6,982,371 for FY 2012. *Please see the attached budget for a complete listing of budgeted expenses for FY 2012.*

Revenues of the Virginia Arts Festival

Please see the attached budget for a complete listing of budgeted revenues for FY 2012.

Logic used to determine the level of funding requested

The Virginia Arts Festival has received \$50,000 or less from the City of Williamsburg for the last nine years. We felt a small increase to \$55,000 for FY 2012 is reasonable due to increased cost of artist fees and production expenses in Williamsburg. The funding requested is a portion of the 2012 estimated expenses for artist fees, production expenses, venue rental, public relations and marketing for *2012 Festival Williamsburg* performances and arts-in-education programs benefiting Williamsburg/James City County students. The Festival will match the city's contribution approximately \$3:\$1.

Project Description

The 16th Annual Virginia Arts Festival will be held from April 19 – May 31, 2012, with the *Tenth Annual Festival Williamsburg* to be held May 24-27, 2012. *2012 Festival Williamsburg* will feature a diverse line-up of world-renowned performing artists presented in a wide range of performances within the Williamsburg area. *All events with dates are tentatively scheduled and subject to change.*

The 2012 *Festival Williamsburg* will take place May 24-27, 2012. All events with dates are tentatively scheduled.

The 2012 *Festival Williamsburg* will feature the following performances:

- **Classical Concert**
Williamsburg Winery, James City County, May 24, 2011
- **Coffee Concert**
Williamsburg Winery, James City County, May 25, 2011
- **Mainstage Evening Concert** (world music, jazz, Broadway or classical)
Williamsburg Lodge, Virginia Room, May 25, 2011
- **Mainstage Evening Concert** (world music, jazz, Broadway or classical)
Williamsburg Lodge, Virginia Room - May 26, 2011
- **Mainstage Evening Concert** (world music, jazz, Broadway or classical)
Williamsburg Lodge, Virginia Room, May 27, 2011

Another key element will be a multitude of in-school performances, master classes and student matinees in venues throughout Hampton Roads. Included is a plan for **all 5th Grade Williamsburg-James City County Public School Students** to attend the Virginia International Tattoo Student Matinee.

As part of the 16th Virginia Arts Festival, we will present events in the Williamsburg area of international caliber similar to past *Festival Williamsburg* performances. Past and current year's performers include Chick Corea & Gary Burton, Big Bad Voodoo Daddy, Patti LuPone, Belá Fleck, Kelli O'Hara, Alisa Weilerstein, Imani Winds, Tommy Dorsey Orchestra, Arturo Sandoval, Ballet Hispanico, Canadian Brass, Crooked Road Project, Eroica Trio, Koresh Dance Company and Martha Graham Dance Company. Venues will include the above listed venues and may also include other venues within the greater historic triangle area. Student master classes and in-school residencies with Festival artists for Williamsburg area students are a central component to the success of *Festival Williamsburg*. Location and dates will be coordinated in collaboration with Williamsburg-James City County Public Schools.

Marketing and Tourism Component

The Virginia Arts Festival has a national public relations and marketing initiative which includes broad marketing of *Festival Williamsburg* as a cultural tourism destination for both Virginia tourists and out-of-state tourists. The Festival's primary audience will be composed of a diverse mix of the general public from Williamsburg and throughout Hampton Roads, as well as numerous out-of-town visitors who travel to the region specifically for the Festival (our surveys indicate that approximately 75% of our audience is local and 25% is from out-of-town). Visitors from **fifteen states** were patrons of the 2010 *Festival Williamsburg*, representing an **88% increase** in the number of states from 2007. The states included Arizona, California, Connecticut, Florida, Louisiana, Maryland, Massachusetts, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, Vermont, and Virginia*. *Virginia ticket buyers were from the local area as well as from out-of-region including the Richmond and Northern Virginia areas.

We anticipate an audience of approximately 4,000 (including at least 1,000 Williamsburg students) for the 2012 *Festival Williamsburg*, which would continue our trend of building loyal audiences for this event.

The Festival works with the following partners in Williamsburg to synchronize efforts in generating maximum publicity and the finest arts opportunities for Williamsburg:

- Colonial Williamsburg Foundation – provides venues for performances, provides hotels for guest artists, and incorporates our events into their existing national public relations marketing campaign.
- Williamsburg Winery – provides venue for performances.
- Williamsburg-James City County Public Schools – helps coordinate educational outreach events.

Arts-in-Education for Tri-City Students

Now the largest performing arts presenter between Atlanta, Georgia and Washington, D.C., the Virginia Arts Festival's education program is held as a standard of excellence for arts education programs nationwide. Annual participation in the Festival's arts-in-education program has grown from 10,000 in 1997 to over 34,000 in 2010. The Virginia Arts Festival is actively undertaking a major effort to reach every child in Hampton Roads during his or her school career through our *Arts for Everyone* initiative. The Festival will be partnering with public school districts to positively impact all students through the arts, regardless of their ability to pay for program participation. In 2006, less than 400 students from the Williamsburg area participated in Festival events. Thanks to our successful partnership with the Williamsburg-James City County and York County Public Schools in 2010, more than 1,000 Williamsburg area students were impacted by Festival programming. Our goal for 2012 is to reach over 1,000 tri-city students again through this initiative.

Organizational Contact

Scott Jackson, General Manager
Virginia Arts Festival
440 Bank Street
Norfolk, VA 23510
Telephone: 757-282-2806
Email: sjackson@vafest.org

Funding Request sent to:

Director of Finance
401 Lafayette Street
Williamsburg, VA 23185

Attachments:

- ◊ 2010 Festival Single Ticket Brochure
- ◊ 2011 *WorldClass®* Education Brochure
- ◊ 2010 Weekend Escape Travel Brochure
- ◊ 2010 *Festival Williamsburg* Playbill



WILLIAMSBURG AREA TRANSIT AUTHORITY

7239 POCAHONTAS TRAIL, WILLIAMSBURG, VIRGINIA 23185
(757) 220-5493

FAX: (757) 220-6268

www.williamsburgtransport.com

January 12, 2011

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185-3617

Dear Mr. Serra,

On behalf of Williamsburg Area Transit Authority (WATA), I am requesting a contribution of \$265,000 in FY12 to support the Williamsburg Area Transit Authority (WATA). WATA is comprised of the City of Williamsburg, the Counties of James City and York, the College of William & Mary, and the Colonial Williamsburg Foundation. This is the fifth consecutive year WATA has only requested level funding. This partnership will enhance our seamless system for citizens, students, visitors, and the mentally/physically challenged.

The contribution by the City remains level with FY08, FY09, FY 10 and FY11 contributions. We continue to believe that the benefits derived from the WATA justify this investment:

Regional Authority Benefits:

- All funding partners are represented in the policy decision process;
- Creation of a seamless transportation system to provide regional service;
- Improvement in service quality;
- Improved public awareness to increase use by all groups, particularly visitors and college students;
- Maximum leverage of Federal and State funds to build, operate, and maintain an expanded regional network, particularly for capital needs;
- Expansion of service to meet regional goals for mobility, congestion management, parking management, and economic development (i.e. New Town, and High Street); and
- An expanded presence to encourage legislative support for regional transportation needs in private sector partnerships;
- The addition of the Williamsburg Trolley connecting riders to High Street and Merchant Square was added in FY 2010 and has proven very successful.

We hope the City of Williamsburg's investment and leadership towards this regional benefit continues, as WATA services experience unprecedented growth from 131,000 passenger trips in FY 2002 to 974,384 trips in FY 2010, marking a eighth consecutive

year of passenger use increase. Of the total trips for FY 2010, approximately, 200,880 trips were from The City of Williamsburg residents. This does not include temporary workers, many that reside in the City of Williamsburg. Surveys conducted in 2008 have shown that passenger trips for services are for essential purposes such as: employment (47 percent), shopping (25 percent), and human services (25 percent). Typically, these citizens will not have access to an automobile (79 percent) and will use our services three to four days per week (71 percent), and have household incomes of \$25,000 or less (65 percent). This use is on present WATA service and does not reflect the 2.3 million trips through the Colonial Williamsburg Foundation infrastructure, made by citizens and guests to City of Williamsburg attractions.

Congested Mitigation Air Quality (CMAQ) Grants continue to support Sunday Services and half hour headways, which FY 2010 was the first full year these services were added. These services have proven well received by customers as ridership continues to climb. CMAQ funding is anticipated to be expended by FY 2013, at which time localities will be asked to continue to support so services can continue.

WATA needs local funding to remain constant for FY 2012 so existing services is not impacted. Any reduction in local funding results in Federal and State funding reductions, as well as service cutbacks or eliminations.

Funding for the Regional Authority is as follows:

<u>Locality</u>	<u>FY12</u>	
York County	\$ 272,878	(27%)
City of Williamsburg	\$ 265,000	(26%)
James City County	<u>\$ 481,158</u>	<u>(47%)</u>
Total Local	<u>\$1,019,036</u>	100%

Information listed above does not include additional contributions by Newport News (\$25,000) and Surry (\$25,000) in FY 2011.

We thank the City of Williamsburg for its continued support and leadership towards the Williamsburg Area Transit Authority. If you have any questions regarding this request, please contact Mr. Mark Rickards, WATA Executive Director, at (757) 220-5493.

Sincerely,



Mark Rickards
Executive Director

REGIONAL AIR SERVICE ENHANCEMENT FUND

December 7, 2010

Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185
Attn: Philip Serra

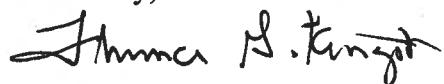
Re: FY 2012 Annual contribution to Regional Air Service Enhancement Fund (RAISE)

Dear Mr. Serra:

I would like to submit a fund request for the FY 2012 contribution to the Regional Air Service Enhancement Fund in the amount of .40 per capita or \$4,717.20. This amount has been proposed and recommended by the Regional Air Service Enhancement committee for each locality to contribute to the development of air service in our region. This contribution will enable the RAISE committee to promote and develop the growth of passenger and other aviation services on the Virginia Peninsula. The Fund was created to help induce the attraction of new or expanded air service to the Virginia Peninsula thereby offering wide array of direct or single stop flights to various markets which will assist Hampton Roads' ability to attract new business prospects as well as retain high growth existing businesses. In FY 2010, with the cooperation and collaboration of each of the cities of Hampton, Newport News, Williamsburg and Poquoson and each of the counties of James City, Gloucester and York, the Regional Air Service Enhancement committee was able to assist in bringing non-stop flights from the Virginia Peninsula to Denver. With your support, the RAISE Committee will continue to work on increasing and expanding flights which will be deemed beneficial to the Virginia Peninsula's economy.

We appreciate your continuing interest in supporting the growth and development of air service in our community. In the event further information is needed, please contact the Assistant Director, Sam Workman at (757) 926-3785 or the Financial Services Administrator, Zoe Lumpkin at (757) 926-3802.

Sincerely,



Florence G. Kingston
RAISE Committee

FGK:zml

Copy to: Assistant Director of Development, NN
 Financial Services Administrator, NN
 Michelle DeWitt, City of Williamsburg, Economic Development Authority

P:\Accounting 11\AirServiceFund\WilliamsburgFY12budgetrequest.wpd



5101 Monument Ave.
Richmond, Virginia 23230
P: 804.864.5193
F: 804.864.5194
VHSR.com

January 19, 2011

Linking Virginia with fast, frequent, and reliable passenger rail service

Mr. Philip Serra
Director of Finance
City of Williamsburg
401 Lafayette Street
Williamsburg, VA 23185

Dear Mr. Serra:

On behalf of my Board of Director's let me begin by thanking you for your support and for the opportunity to once again apply for funding from Williamsburg City. Enclosed you will find our FY 2012 grant renewal request for Virginians for High Speed Rail. It is through the generous support of localities like Williamsburg City that we are able to be so successful:

Over the last year we helped to, secure nearly \$800 million in federal and state investments to advance the Southeast High Speed Rail Corridor; pass a study through the Virginia legislature that reviewed how to sustain and expand our Amtrak Northeast Regional services; launch a new roundtrip Amtrak Northeast Regional train; locate infrastructure funding to extend the new Amtrak Northeast Regional train to Norfolk by 2013; give educational presentations to nearly 3,000 Virginians; and host the 10th Anniversary Southeast High Speed Rail Conference in Virginia.

This year we are working to, create an intercity and high speed passenger rail fund (IHSPRF) to sustain and expand our Amtrak Northeast Regional services from Richmond, Newport News, Lynchburg and future extensions to Norfolk and Roanoke to the Northeast Corridor; hold educational events around Virginia to increase public support; advocate for a comprehensive federal intercity and high speed passenger rail program; and continue the substantial progress we have made during these tough economic times.

Without the creation of an intercity and high speed passenger rail fund we could lose our Northeast Regional trains that serve Williamsburg by 2013. The top priority of Virginians for High Speed Rail is advancing the creation of the IHSPRF.

With the latest census numbers showing that Virginia grew 13 percent over the last decade at the same time congestion on our roadways and runways has increased, and our transportation funding has dwindled, the work of Virginians for High Speed Rail to create a multi-modal transportation system where our trains work with our planes, cars, and public transit has never been so important. We could not have accomplished what we have without your continued support.

Enclosed you will find our latest newsletter, annual report, and our information packet which contains our most recent successes expanding fast, frequent and reliable passenger rail across the Commonwealth of Virginia. If it was not for the support and partnership of localities like Williamsburg City, none of this could have happened. I hope you will renew your support for \$4,500.00 for FY 2012.

Sincerely,

Danny Plaugh
Executive Director



5101 Monument Ave.
Richmond, Virginia 23230
P: 804.864.5193
F: 804.864.5194
VHSR.com

Linking Virginia with fast, frequent, and reliable passenger rail service

**FUNDING REQUEST TO
CITY OF WILLIAMSBURG
FROM: VIRGINIANS FOR HIGH SPEED RAIL**

**FY 2012
AMOUNT - \$4,500.00**

Primary Contact for Questions:
Daniel Plaugher, Executive Director, 804-864-5193

History

Virginians for High Speed Rail (VHSR) is a 501 (C) (3) non-profit coalition of citizens, localities, economic development agencies, community organizations, and businesses that educate and advocate for the improvement and expansion of fast, frequent, and reliable rail service linking Virginia and the east coast.

Work of 2010

Please see our information packet

City of Williamsburg Benefits of VHSR Efforts

With tourism a major industry for Williamsburg and environs, efforts to bring about improved passenger rail service are critically important. No other organization has taken on the task of pulling together rail interests from across the state to build the support that is required for public funding and improved service.

Our board members from the area, Paul Freiling, Robert Hershberger, and Thomas G. Tingle have been tireless workers on behalf of rail transportation improvements.

Without strong public support, rail advancements are unlikely.

Outcomes of City's FY 2009-2010 Funding

Please see our information packet for outcomes related to the 2009-2010 funding. The cover letter adds some of our recent activities.

Funding Request

Our budget completely depends on contributions from governments, economic development organizations, individuals, and businesses that seek advancement of rail. The City of Williamsburg represents about 3.5% of our annual budget.

We understand the economic difficulties that both Williamsburg City and Virginia are in, but we hope you will continue your funding level of \$4,500 so that we may continue working on educating and advocating for rail. Thank you for your support.

James City County

Newport News

Poquoson

Williamsburg

York County



COMMONWEALTH of VIRGINIA

*Department of Public Health
Peninsula Health District*

- 416 J. Clyde Morris Boulevard
Newport News, Virginia 23601
Phone: (757) 594-7300

- WIC Department
• 1033 28th Street
Newport News, Virginia 23607
Phone: (757) 247-2184

- WIC Department
• 606 Denbigh Boulevard, Suite 3C
Newport News, Virginia 23608
Phone: (757) 886-2810

- 1126 Professional Drive
Williamsburg, Virginia 23185
Phone: (757) 253-4813

MEMORANDUM

Date: January 3, 2011

To: Jackson C. Tuttle III, City Manager

From: David H. Trump, MD, MPH, District Director *[Signature]*

Subject: **HEALTH DEPARTMENT BUDGET REQUEST - FY 2012**

The Health Department Budget Request for Fiscal Year 2012 is respectfully submitted for your consideration.

SUMMARY

The overall mission of the health department is to protect, promote, and preserve the health of the people who live, work, and play on the Peninsula. We assure preventive and environmental health services, health information, and vital statistics are available to the citizens of Newport News; provide medical and dental services for low-income citizens; plan and prepare for public health emergencies; and carry out other responsibilities assigned by action of the City Council and the Virginia General Assembly.

The Newport News Health Department is an organizational unit of the Peninsula Health District. The Peninsula Health District initiates and maintains a cooperative agreement between each of the five local governments and the Commonwealth of Virginia. The City's **minimum "match" requirement is 39.57%** of the city portion of the total Health District budget. (Attachments A and B)

The Peninsula Health District's proposed Fiscal Year 2012 operating budget is **\$7,271,391**.

During FY 2010, the City received **1.68%** of the total Health District clinical services and **11.31%** of the environmental health services. Population-based preventive services were provided throughout the district and costs are allocated based upon total population served. The City's share is **4.01%** based upon data from the "2008 Weldon Cooper Center for Public Service."

The City's share of this budget was calculated by using percentages in accordance with the cost sharing methodology utilized last year. The "base year" for calculations, unless otherwise stated (i.e., CY 2009), is FY 2010.

The City's share of the funding sources is listed below:

State General Funds	\$ 139,036.00
Local Funds	\$ 0.00
Required "Match"	\$ 91,038.00
Unmatched Local	\$ 0.00
Estimated Revenue	\$ 62,436.00
<hr/>	
Total	\$ 292,510.00

DISTRICT HIGHLIGHTS

In FY 2010, regular clinical and community public health activities continued at near normal levels, while H1N1 influenza preparedness and response required added efforts. The District **delivered 32,000+ doses of H1N1 flu vaccine at no cost to the recipients** through 17 large-scale and numerous small-scale community vaccine clinics, 29 in-school clinics, 63 health van clinic locations, and 34 closed-POD clinics, and the delivery of 7,500 doses of H1N1 vaccine through the health department clinic. The District used federal Public Health Emergency Response grant funds to employ temporarily over 40 nurses and 12 support staff to augment health department staff for all of the vaccine activities. The District ensured that physicians, schools, and local governments maintained situational awareness of influenza activity, as well as the planning for vaccine administration. Community residents, especially parents, received information on H1N1 influenza, caring for a sick individual, and the vaccine.

Increased immunization activities continued in the first six months of FY 2011. Immunization purchases and staff augmentation funded through the American Recovery and Reinvestment Act (ARRA) allowed the District to offer seasonal influenza vaccine and many other vaccines at no cost. To date, **over 2,500 doses of “free” seasonal influenza vaccine** have been administered at six school-based community vaccine clinics and other community events.

During FY 2010, the District established and filled a **public health nurse senior position to work as the District’s primary liaison for community health programs in the Greater Williamsburg community**. In FY 2011, the District has been working with the Department of General Services to identify a new location for the Williamsburg office. A larger facility is needed to meet the current needs of the environmental health programs, serve the growing WIC population, and provide a platform to deliver immunizations and other mandated public health services in this part of the District.

During FY 2010, the District **closed the Pharmacy** at the Peninsula Health Center as part of the Governor’s FY 2010 budget reduction plan; two classified positions and one part-time position were eliminated. The end of FY 2010 had District staff preparing for **closure of the District’s in-house laboratory** and switching to use of a contract laboratory and the state laboratory. The Commonwealth’s FY 2011 budget required health districts statewide to close in-house laboratories. At the Peninsula Health District, five classified positions were eliminated effective September 1, 2010.

PROGRAM AREAS

Community Health Services include Clinical Services, Communicable Disease Control, Community Nursing Services, Preventive Services, and Interagency Collaboration/Coordination.

Clinical Services provides diagnostic and treatment services at the Peninsula Health Center for patients that are entitled to specific services by state law or are low income (level C and below) and not covered by other health plans. Clinical activities include family planning services (FP), sexually transmitted infections (STI) clinic and the chronic disease clinic, which provides

primary care services for low income, uninsured adults with common diseases, such as diabetes and heart disease. Required laboratory services are supported through testing by the Commonwealth's Division of Consolidated Laboratories and LabCorp; medication services are supported by the Central Pharmacy. See Attachment C for clinical workload.

Family Planning services include assessment, education, and medications/ supplies for the chosen planning method. (Attachment C)

STI Diagnosis and Treatment includes testing, identification, contact tracing and treatment for patients having sexually transmitted infections. These services are available to all citizens, at no cost, at the Peninsula Health Center. (Attachment C)

Communicable Disease Control provides disease surveillance, investigation, prevention, and control for State mandated reportable communicable diseases of public health significance. The public health staff investigates and intervenes in community outbreaks such as food, water or vector borne illnesses. Daily surveillance of hospital emergency room patient symptoms assists with the early detection and rapid response to potential biological and chemical threats.

Epidemic Control includes case contact follow up and investigation to determine the "index case" for the disease and implementation of procedures to prevent further spread of contagious diseases. Throughout the district, the unit had **1,194 reports of disease, including influenza reports**. Of these, **454 reports required detailed investigation**; 36 reports were forwarded to other health districts for follow up. Approximately **1,400 cases of influenza were reported**. The "Epi Response Team" continued to meet as needed. The after-hours reporting team continues to receive reports from the medical community, fire, law enforcement and animal control. Health information and alerts were distributed to medical providers via mail and a blast fax capability. Hospital emergency department patient symptom surveillance for bio-terrorism monitoring continues. **Investigation and control services were provided to nursing homes, assisted living centers, and group home settings for 14 outbreaks of gastrointestinal and 1 outbreak of a rash illness**. The district provided an initial health assessment for **101 refugees**. Disease control and consultation services were provided to student health services at public schools and colleges.

Tuberculosis Control provides tracking and identification of individuals with tuberculosis, monitors their treatment and provides medical supervision of TB patients who do not have another source of care. Medical consultation is provided to local physicians and hospitals. Staff investigated **36 suspected cases of TB**, of which **7 were confirmed**. Throughout the health district, **1,782 people had risk assessments for TB infection and 1,297 people had a TB screening test; 64 people had latent TB infections requiring medical treatment**.

Immunization Services promote timely and adequate immunization of citizens (especially children) through practitioner/parental/patient education and operates an immunization clinic at our central J. Clyde Morris location where **13,407 immunizations were given**.

Community Nursing Services provides screening and case management to assist patients with accessing comprehensive and appropriate care.

Obstetrics Education and Referral (OB Express) provides women the access to pregnancy testing and referral to providers and resources in the community. This

service is valuable to pregnant women to ensure prenatal care, initiation of applications for financial assistance, and referrals to services needed throughout the pregnancy. Information is also provided to promote family planning after delivery. **OB Express assisted 814 citizens.** Of the 814, **628 had positive pregnancy results.** Twenty-seven educational FP programs were conducted involving **300 students** from age 10-19 years old.

Genetic Screening ensures that newborns with abnormal genetic screening test results receive appropriate physician evaluation and referral.

Nursing Home Screening provides the required nursing assessment of citizens who qualify or may qualify for nursing home placement or community-based home health services funded under Medicaid. **Comprehensive assessments were conducted for 355 district residents.**

Preventive Services include screening and educational programs for health behaviors and conditions that can be mitigated or prevented by early intervention and/or behavioral changes. Adopting proper health behaviors and screening for early signs of illness can help prevent illness, postpone clinical onset, avert debilitating complications, and prevent premature death from many medical conditions. Community awareness, patient education, screening, and provider education strategies are employed to reduce cardiovascular disease, cancers, diabetes, obesity, infant mortality, childhood lead poisoning and injuries. Through the formation of community coalitions of people and agencies with mutual interest, access to education and screening for all segments of the community is enhanced.

Cancer Detection and Prevention included participating in **32 cancer-related educational and awareness events.** Forty-two women were evaluated during the 7th annual Women's Screening Day. The District referred **196 uninsured women** for screening through the "Every Woman's Life" breast and cervical early detection program.

Smoke Free Efforts included **31 educational events** reaching over **4,000 people**, in addition to partnering with the Smoke Free Coalition of the Peninsula to continue advocating for smoke free restaurants and to continue interventions with the hotel/motel community to increase the number of smoke free facilities.

Blood Pressure Screening was provided to **76 non-clinic patients** through the clinic: **25 received referrals** for follow up.

Mobile Van Activities included **45 referrals for problems** such as medical provider, nutrition/weight management, OB, FP, STI, WIC, immunizations, smoking cessation and dental care. **Over 45 clients given health information, 41 immunizations administered and 131 blood pressure screenings preformed.**

Obesity Prevention continued to work as part of the Coalition for Obesity Prevention—Peninsula (COPP) to develop action plans and interventions to address the high proportion of children who are overweight. The coordinator's implementation of the districts' MCH and CHAMPION grants provided **1,853 children, parents, day care and other providers of care to children, with education on healthy living activities.** Physical activity, healthy behaviors and healthy eating promotion was delivered to **1,050 children participating in the I Am Moving I am Learning and Choosy Kids programs.** Over **550 parents attended the 54321 programs and**

Family Fun and Fitness events which provided information on healthy eating and physical activities for their children.

HIV/AIDS Program Services decreased due to H1N1 clinics and AIDS Drug Assistant Program (ADAP) coverage. A total of 482 attended HIV/AIDS prevention programs. Eleven group education classes were presented to 242 participants; five of the classes targeted 79 teenage youth. Twelve support group interventions held for 240 ADAP and HIV clients. ADAP provided medication and case management services for 162 clients.

Child Health and Safety program provided educational trainings to over 1,100 child and day care providers promoting information on health and safety issues needed for the centers to meet State regulations. The MCH team conducted the VDH **Low Income Infant Car Seat program** for 346 participants, who were trained to correctly install infant and booster safety seats.

Saving Babies MCH grant program provided educational sessions and information to 628 women on signs and symptoms of pre-term labor and 264 women were educated and received information on the ABC's of Safe Sleep. The programs were targeted to decrease infant mortality.

Asthma Education program provided educational sessions/trainings on the early signs and symptoms of an asthma episode, appropriate emergency response, triggers in the home and schools. Promotion was to decrease the number of days the students were out of school with appropriate Asthma management.

Interpreter Services provided to 1,423 Hispanic individuals either in person or by phone for services within the agency including FP, general medical, WIC, dental and immunizations. Case management of Hispanic clients, includes accompanying them to specialist appointments within the district, such as colposcopy and mammograms.

Interagency Collaboration and Coordination provides for efficient and effective planning and service delivery when families require assistance from more than one Government funded agency or private provider. Examples of legislated (mandated) collaboration and coordination are participation with Comprehensive Youth Services, Long Term Care Council, Interagency Coordination Council/Part C, and the School Health Advisory Board. Private providers include local hospitals, physicians, mental health professionals, Peninsula Agency for Aging, youth service organizations, Perinatal Council, and other health related agencies, boards, task forces, and commissions.

Dental Health Services promote optimum dental health through dental treatment, screening, community awareness, and education.

Dental Clinic provides acute and emergent dental care services and some routine preventive/restorative for low income, uninsured citizens of the city at the Peninsula Health Centers. Approximately 2/3^{rds} of dental clinic encounters result in extraction of one or more painful, decayed and/or abscessed teeth. (See attachment C)

Community Dental Health Education provides dental health education/information through classes and literature in schools and other community settings. Dental Health education was received by 4,081 students.

Environmental Health Services protect district residents from food and waterborne diseases through mandated inspections of food establishments, swimming pools, and other entities such as a local commercial dairy. The Environmental Health staff conducts soil studies as part of the District's sewage disposal and septic tank inspection program. Other services include administration of rabies control programs, beach water quality monitoring, marina inspections and correction of shellfish program violations. Training and consultation is provided to owners/operators of food establishments and swimming pools to ensure sanitary operation and maintenance for the public. The staff investigates citizen complaints regarding environmental health issues. The city used **11.31%** of the total Environmental Health Program's effort. (Attachment C)

Education and Training Services provided/coordinated training programs for **67 students** totaling over **1,300 hours**. Students were from trade schools, colleges, graduate schools, medical schools and hospital residency programs. Quarterly professional development training for health district staff had an average attendance of **117 employees** at each session. Sixty-three video/web conference programs provided **350 individuals** with a total of over **125 hours of training**.

Administrative Services include, but are not limited to, the director's office and management staff, vital records of deaths, medical supply system, information management, accounting and revenue collection systems, health planning (including emergency preparedness and response planning), and program management. In accordance with **Article 5, Chapter 1 of the Health Laws of the State of Virginia**, the district director is the "**Local Health Director**" for each of the five governments. The director is responsible for ensuring that all state and locally mandated health department functions are accomplished.

Emergency Preparedness and Response, although primarily funded by federal grants, provides core liaison to local government for **public health response to natural and manmade disasters**. The District provides subject matter expertise, response planning and exercise support on public health issues in disasters for local governments, hospitals, nursing homes, emergency services providers, and local businesses. The District supports the **Peninsula Medical Reserve Corps with 601 health care professional and support volunteers** to augment District staff and meet other medical needs during an emergency: 58% of volunteers are credentialed and have initial training.

STATE AND FEDERAL FUNDING

The Peninsula Health District has based its cooperative budget on the premise that there will be a decrease in the district's total budget. As usual, the budget projection and request for the five local governments is prepared in December to meet the earliest submission suspense date. It is impossible to perfectly predict state legislative actions that will impact the budget. **It is anticipated that there will be a decrease in the state allocation, contractual increases in lease costs and no pay raise.**

EQUIPMENT

There are no programmed major equipment purchases.

ATTACHMENTS

- A. District Budget Summary
- B. District Line Item Budget Summary
- C. Clinical and Environmental Services Summary

Budget Input Data

Program/Unit/D. Peninsula Health District

Staff Contact:

Phone Number: 757-594-7904

FISCAL YEAR 2012

COST CODE	FIPS CODE	DISTRICT/ LOCALITY	100% LOCAL FUNDING		100% CARRY FORWARD FROM PREVIOUS FISCAL YEAR		NON MATCHED		TOTAL		STATE SHARE	STATE SHARE	LOCAL MATCH	LOCAL MATCH	TOTAL LOCAL COMMITMENT
			TOTAL BUDGET	BUDGETED	TOTAL 100% FUNDS	STATE FUNDS	COOP BUDGET	ESTIMATED REVENUE	NET BUDGET	BUDGETED					
034	***	Peninsula	7,271,391	0	0	0	0	7,271,391	1,066,910	6,204,481	3,596,847	57.972%	2,607,634	42.028%	0
***	700	NEWPORT NEWS	5,166,892	0	0	0	0	5,166,892	656,280	4,510,632	2,640,073	58.530%	1,870,559	41.470%	0
***	095	JAMES CITY COUNTY	909,616	0	0	0	0	909,616	188,779	720,837	396,460	55.000%	324,377	45.000%	0
***	199	YORK COUNTY	781,962	0	0	0	0	781,962	140,688	641,274	352,701	55.000%	288,573	45.000%	0
***	830	WILLIAMSBURG	292,510	0	0	0	0	292,510	62,436	230,074	139,036	60.431%	91,038	39.569%	0
***	735	POQUOSON	120,411	0	0	0	0	120,411	18,747	101,664	68,577	67.455%	33,087	32.545%	0

Colonial Behavioral Health – Fiscal Overview

Colonial Behavioral Health (CBH) is both honored by and appreciative of this opportunity to request ongoing funding for the services we have now provided to our communities for 40 years. During that time, the support of our local governments has been both consistent and substantial. While state mandates do require local government match of Community Services Board funding, we have experienced cooperation and support from our localities that supports us both financially and collaboratively – and we are most grateful.

We are aware that local governments face tremendous fiscal challenges in this current economic environment, and that this has been your reality for several years. In view of that reality, we did not request an increase in local government support for Fiscal Years 2010 or 2011. During that time, we experienced state funding cuts of approximately \$500,000. We believe we exercised fiscal prudence during this time, increasing the number of persons served by over 20%. The ability of persons to contribute to their own care has also been impacted by the economy: in 2009, 51% of those we serve were classified as “medically indigent”; that number alone rose to 58% in 2010.

While we have not provided general salary increases, we have found opportunities to expand services to children and adolescents, expand residential service capacity to persons with substance use disorders, realign prevention services to increase our presence in local schools, expand collaboration and integrated services with free clinics and with Olde Towne Medical Center, expand community employment opportunities for persons with intellectual disabilities, and transition increasing numbers of community residents out of costly state facilities back into their respective communities.

CBH Funding Request Summary

This packet documents our request for a 5% increase in funding from each of local government partners for Fiscal Year 2012. We appreciate any and all support you can provide, but believe that some level of increase is needed to maintain the level of services minimally needed by our citizens for the sake of community health and safety.

Thank you for your sincere consideration of this request. As always, we will be happy to answer your questions or provide additional information as needed.

Sincerely,


John McDonald, Chair
Colonial Behavioral Health

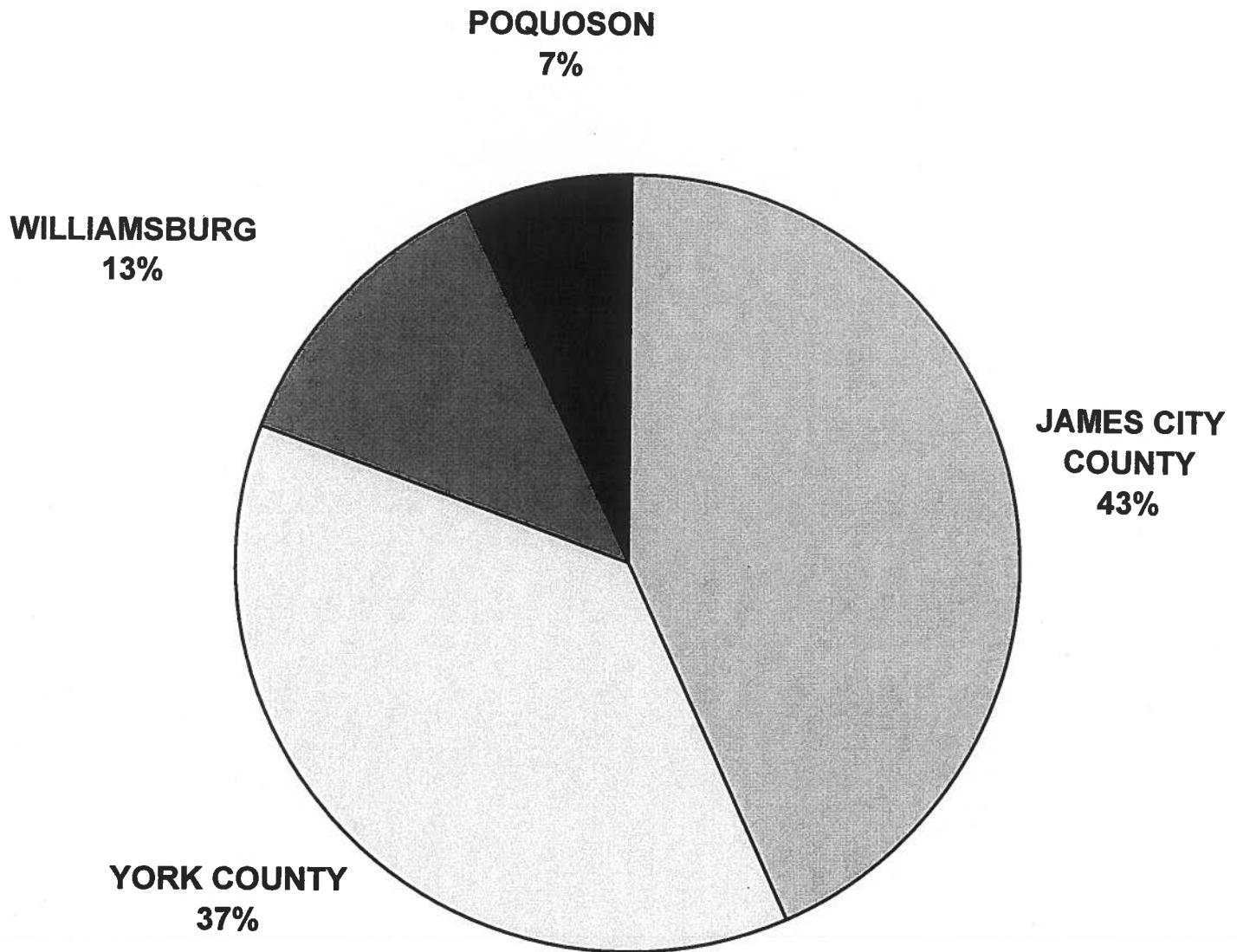
COLONIAL BEHAVIORAL HEALTH

FISCAL YEAR 2012 PROPOSED REVENUES AND EXPENDITURES

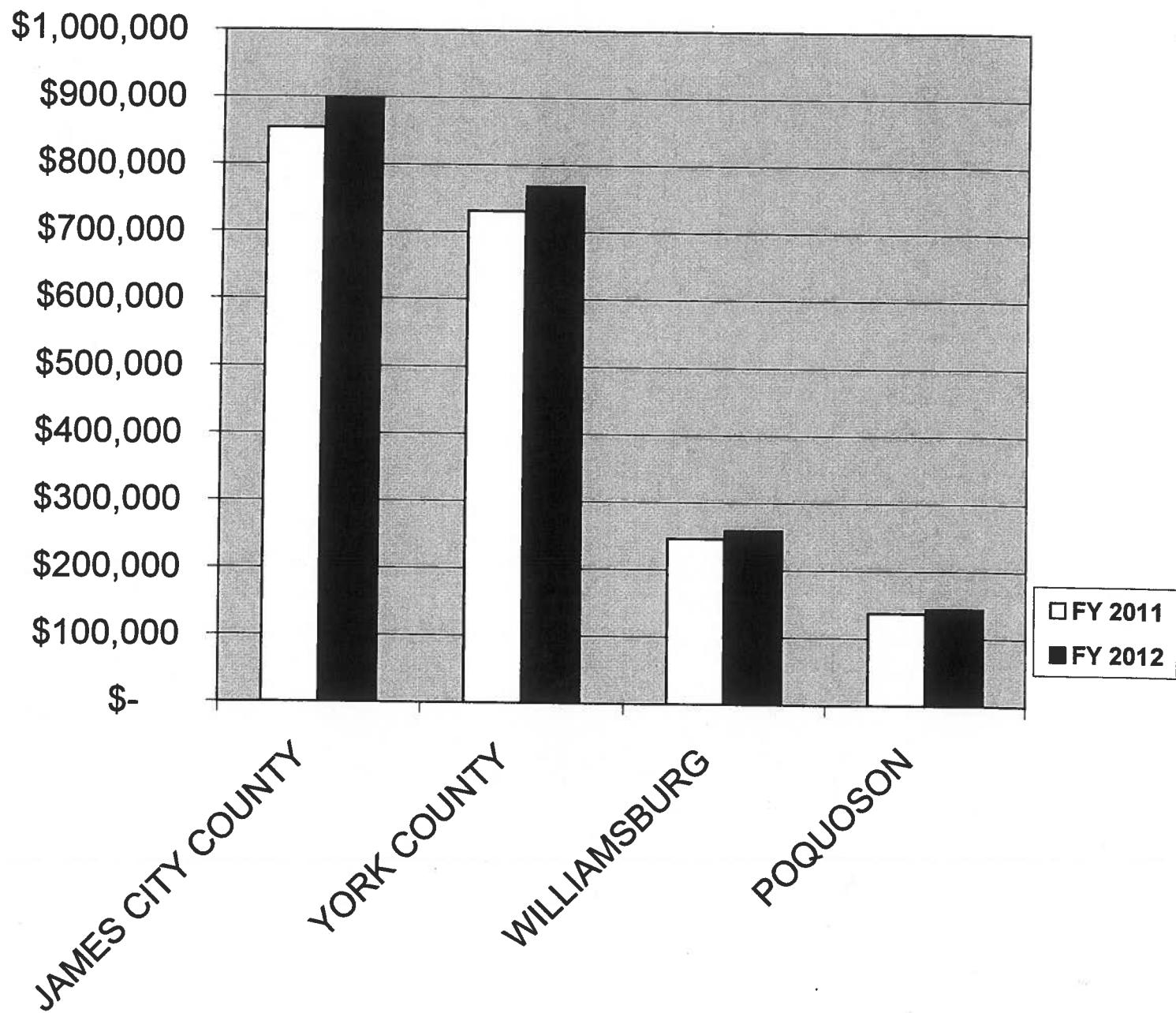
REVENUE CATEGORY	BUDGETED AMOUNT		INCR / (DECR)	
	ORIGINAL FY 2011	PROPOSED FY 2012	\$	%
STATE / FED	\$ 5,555,114	\$ 5,489,495	\$ (65,619)	(1.2%)
LOCAL	\$ 1,969,433	\$ 2,067,905	\$ 98,472	5.0%
FEES	\$ 5,098,579	\$ 5,005,079	\$ (93,500)	(1.8%)
MISCELLANEOUS	\$ 538,205	\$ 586,538	\$ 48,333	9.0%
TOTAL REVENUE	\$ 13,161,331	\$ 13,149,017	\$ (12,314)	(0.1%)

EXPENDITURE CATEGORY	ORIGINAL FY 2011	PROPOSED FY 2012	INCR / (DECR)	
			\$	%
PERSONNEL	\$ 10,083,804	\$ 10,139,557	\$ 55,753	0.6%
OPERATING	3,077,527	3,009,460	\$ (68,067)	(2.2%)
TOTAL EXPENDITURES	\$ 13,161,331	\$ 13,149,017	\$ (12,314)	(0.1%)

COLONIAL BEHAVIORAL HEALTH FY 2012 REQUEST BY LOCALITY



COLONIAL BEHAVIORAL HEALTH
FY 2011 CONTRIBUTION / FY 2012 REQUEST
BY LOCALITY



**COLONIAL BEHAVIORAL HEALTH
FISCAL YEAR 2012 LOCAL REVENUE SUMMARY BY LOCALITY**

JAMES CITY COUNTY

FY 2012 AMOUNT	\$ 897,536
FY 2011 AMOUNT	\$ 854,796
\$ INCREASE	\$ 42,740
% INCREASE	5.0%

**COLONIAL BEHAVIORAL HEALTH
FISCAL YEAR 2012 LOCAL REVENUE SUMMARY BY LOCALITY**

YORK COUNTY

FY 2012 AMOUNT	\$ 768,006
FY 2011 AMOUNT	\$ 731,434
\$ INCREASE	\$ 36,572
% INCREASE	5.0%

**COLONIAL BEHAVIORAL HEALTH
FISCAL YEAR 2012 LOCAL REVENUE SUMMARY BY LOCALITY**

POQUOSON

FY 2012 AMOUNT	\$ 144,210
FY 2011 AMOUNT	\$ 137,343
\$ INCREASE	\$ 6,867
% INCREASE	5.0%

**COLONIAL BEHAVIORAL HEALTH
FISCAL YEAR 2012 LOCAL REVENUE SUMMARY BY LOCALITY**

WILLIAMSBURG

FY 2012 AMOUNT	\$ 258,153
FY 2011 AMOUNT	\$ 245,860
\$ INCREASE	\$ 12,293
% INCREASE	5.0%

COLONIAL BEHAVIORAL HEALTH
FISCAL YEAR 2012 LOCAL REVENUE SUMMARY

PROGRAM	JAMES CITY COUNTY	YORK COUNTY	POQUOSON	WILLIAMSBURG	TOTAL
FY 2012 AMOUNT	\$ 897,536	\$ 768,006	\$ 144,210	\$ 258,153	\$ 2,067,905
FY 2011 AMOUNT	\$ 854,796	\$ 731,434	\$ 137,343	\$ 245,860	\$ 1,969,433
\$ INCREASE	\$ 42,740	\$ 36,572	\$ 6,867	\$ 12,293	\$ 98,472
% INCREASE	5.0%	5.0%	5.0%	5.0%	5.0%

COLONIAL BEHAVIORAL HEALTH

FISCAL YEAR 2010 UNDuplicated CONSUMER COUNT BY LOCALITY

LOCALITY	UNDUPLICATED CONSUMERS SERVED
JAMES CITY COUNTY	2,032
CITY OF POQUOSON	222
CITY OF WILLIAMSBURG	362
YORK COUNTY	1,022
OTHER	714
TOTAL UNDuplicated COUNT	4,352



CITY OF WILLIAMSBURG
Public Works & Utilities Department

UTILITY FUND
WATER AND SEWER RATE ANALYSIS
FY2012-2016

The FY2012-2016 water rate review looks at the financial viability of the Utility Fund in terms of projected revenues and expenses for the next five year period. The water rate was increased last year from \$4.00/1000 gallons to \$4.20/1000 gallons. The single water rate includes sewer service since the City does not have a separate rate for sewer.

Expenses:

There are two initiatives of the utility system that will continue to have major impacts to the Utility Fund expenses:

1. Long term supplemental water supply
2. Sanitary sewer Special Order by Consent (SOBC)

The City signed a long-term water supply agreement with Newport News Waterworks (NNWW) in April, 2009. The agreement is a 50 year contract with 25 year renewals thereafter. Williamsburg contracted for 2 million gallons of water per day (mgd). The purchase cost is based on \$12.5 million per 1 mgd of water thus making our total commitment \$25 million for 2 mgd. The City paid \$12.5 initially and the remaining \$12.5 million is due in 2024. However, the City can opt out of the second \$12.5 payment at which time our allotment would drop to 1 mgd. The City's strategy for the first \$12.5 million payment was to pay \$2.5 million from the Utility Fund cash balance and it borrowed \$10 million using a 15 year bank qualified loan. That way the first payment is paid off before the second \$12.5 million payment is due (2024). In addition to the capital expense to purchase the water, there are annual operating and maintenance (O&M) expenses. Capital debt service plus O&M expenses together cost the City approximately \$.9 million per year. Given a Utility Fund budget of \$5.1 million, it is readily apparent what financial impact the project has on the budget and water rates/fees.

A new water supply source is only part of the infrastructure story. The City's sanitary sewer system will need to be upgraded in accordance with a Consent Order issued by the State Department of Environmental Quality (DEQ). The DEQ is responding to an initiative of the Federal Environmental Protection Agency (EPA) to control sanitary sewer overflows (SSO's) in the HRPDC area which is served by HRSD. The consent order is a regional order affecting all jurisdictions in the HRPDC area. The Order was finalized in September 2007. The City is making substantial investments in the sewer system to address overflows caused primarily by stormwater infiltrating/inflowing (I/I) and grease blockages in the sanitary system.

The City purchased a camera van to facilitate TV inspections of our sewer lines and is working with engineering firms/sewer rehab companies on fixing sewer infrastructure. \$.4-\$5 million each year has been allocated in the 5 year capital improvements program. These costs will be ongoing including both capital expenditures and operating/maintenance costs to keep the system in good condition in accordance with the Order.

On the operating side, the Utility expects to provide level funding in FY12 and FY13 in light of the major recession we are experiencing. A 3% annual growth rate in expenses is predicted over FY14-FY16 period primarily due to increased energy and chemicals expenses.

Revenue

Growth in Water Demand:

We are projecting water revenue to remain flat over the next 2 years as the economy remains sluggish with a modest increase over the last 3 years of the 5 year study period. Residential development is expected to remain stale – some moderate commercial development is underway (Quarterpath Crossings, High Street, Riverside) but redevelopment tends to reduce water consumption such as the College's School of Education which replaced the Community Hospital. Further, water conservation (e.g. College) is contributing to the slow down in water demand and thus revenue. Therefore, we are projecting no increase in revenue over the next two year period and a .5% yearly increase over the following 3 years of the 5 year study period. Possible revenue from JCSA was not included since water sales to the Authority are on an emergency basis only. Finally, new water tank leases are not expected to occur but minor increases will occur to existing leases.

Water and Sewer Fees:

The fees are broken into 3 areas: Availability fees, Hampton Roads Sanitation District (HRSD) fees and connection fees. The availability fees are designed to have new development pay for capital improvements which primarily benefit future customers. This prevents or reduces inequity to existing customers as "growth pays for growth". The HRSD wastewater facility charge is for new connections and covers the cost of treatment capacity expansion, line extensions and pump stations. These charges are established by HRSD and reviewed on an annual basis. The City collects the charges and forwards the receipts to the District. The third fee is the connection fee which is the construction cost of the City installing the water and sewer connections to the customer's property line. Most connections are pre-installed by the developer at the time the project is under construction and therefore, in those cases, the fee is not applicable.

The availability fees are based on meter size to reflect capacity and demand on the system. The City increased the fees substantially in FY09. This increase was predicated on new growth paying equitably in the growth of the system including securing a new water supply and the expenses associated with the SSO consent order. A review of the City's fees compared to other water purveyors in Virginia shows our fee structure to be higher than average. An increase in availability fees is not recommended for FY2012.

The water and sewer connection fees are the costs associated with the City installing water and sewer service lines. Service lines run from the main lines to the customer's property line. For the most part, on new development, the developer installs the service line as part of the overall infrastructure of the development project. The City primarily installs service lines to infill development in existing subdivisions and small commercial sites. The water connection fee is based on meter size while the sewer connection fee is more of a flat fee for residential or commercial construction. An increase is not recommended for FY2012 since the fees are representative of actual costs of constructing water and sewer service connections.

Rate Analysis:

Working capital projections were developed for two different scenarios - one with no rate increase, one with a rate increase. The year-end working capital is essentially the Fund's cash balance or the difference between short term assets and liabilities.

Two rate scenarios are presented in Exhibits 1 and 2. Both scenarios assume no increase in revenue for FY2012 and FY2013 and a .5% increase in FY2014-2016. And no increase in the operating budget for FY2012-2013 and 3% increases for FY2014-2016. Capital improvement expenses are based on recently submitted FY2012-2016 CIP budget figures. Debt service for principal and interest along with estimated O&M costs are shown for the long term water contract with NNWW.

Exhibit 1 shows working capital projections with no rate increase. Exhibit 2 shows a 2.5% increase for FY2012 and a rate increase of 5% every year for FY2013-2016. With no rate increases (Exhibit 1), working capital is depleted by FY2014. Exhibit 2 maintains a positive working capital balance for the next 5 years, showing about a \$1 million balance at the end of the 5 year analysis. A 5% rate increase was anticipated in FY12 based on last year's analysis. However, financing was rearranged on the borrowing for the water purchase agreement which reduced our debt service payments. Therefore, a smaller rate increase is proposed for FY12 followed by 5% increases in later years in order to keep a reasonable working capital balance in the Utility Fund.

A comparison of our water rate with six other Hampton Roads communities is presented in Exhibit 3. Although the other localities are also considering FY2012 rate increases, rates currently in place (FY2011) are used for comparison purposes. Williamsburg remains well below all other Hampton Roads communities.

Daniel G. Clayton III
Director

EXHIBIT 1

**CITY OF WILLIAMSBURG
WATER & SYSTEM OPERATIONS-CASH FLOWS**

	Fiscal Year Ending June 30:						
	2010	2011	2012	2013	2014	2015	2016
Revenue under existing rates:							
Water	3,780,549	4,050,000	4,050,000	4,050,000	4,070,250	4,090,601	4,111,054
Sewer	1,232,000	1,200,000	1,200,000	1,206,000	1,212,030	1,218,090	1,224,181
Total Revenue Under Existing Rates	5,012,549	5,250,000	5,250,000	5,256,000	5,282,280	5,308,691	5,335,235
Additional Water Revenues:							
Rate Proposed Months							
<u>Effective Date</u>	<u>Increase</u>	<u>Rate</u>	<u>Months</u>				
July 1, 2011	0.00%	\$4.20	12		0	0	0
July 1, 2012	0.00%	\$4.20	12		0	0	0
July 1, 2013	0.00%	\$4.20	12		0	0	0
July 1, 2014	0.00%	\$4.20	12		0	0	0
July 1, 2015	0.00%	\$4.20	12		0	0	0
Subtotal, Additional Revenue from Increases					0	0	0
Total Revenue from User Charges	5,012,549	5,250,000	5,250,000	5,256,000	5,282,280	5,308,691	5,335,235
Other Utility Income	656,412	413,000	393,000	393,000	393,000	393,000	393,000
Add: Water Tank Proffer from Developer		1,525,000					
Total Operating Revenues	5,668,961	7,188,000	5,643,000	5,649,000	5,675,280	5,701,691	5,728,235
Operation and Maintenance Expenses							
Water and Sewer Expenses	-5,526,964	-5,431,220	-5,370,244	-5,370,244	-5,531,351	-5,697,292	-5,868,211
Add back depreciation expense	806,707	805,000	845,000	845,000	845,000	845,000	845,000
Total Expenses	-4,720,257	-4,626,220	-4,525,244	-4,525,244	-4,686,351	-4,852,292	-5,023,211
Operating Income	948,704	2,561,780	1,117,756	1,123,756	988,929	849,400	705,024
Add Interest Income-Operations	26,248	10,000	10,000	10,000	8,000	2,000	0
Net Income from Operations	974,952	2,571,780	1,127,756	1,133,756	996,929	851,400	705,024
Debt Service - 1997 Capital Construction Bond:							
Interest	-19,202	-3,417	0	0	0	0	0
Principal	-133,333	-300,000	0	0	0	0	0
Total Debt Service	-152,535	-303,417	0	0	0	0	0
Major Capital Improvements							
Capital Improvements Expenses	-347,165	-2,805,000	-1,125,000	-1,180,000	-880,000	-1,260,000	-575,000
Balance - Fiscal Year Operations	475,252	-536,637	2,756	-46,244	116,929	-408,600	130,024
Newport News Water Agreement Expenses:							
Debt Service-Principal	-491,300	-491,300	-563,537	-567,905	-581,011	-602,853	-611,590
Debt Service-Interest	-405,613	-285,000	-275,000	-250,000	-240,000	-230,000	-220,000
Operating Costs/Purchase of Water	-73,648	-52,545	-105,000	10,000	10,000	10,000	10,000
Total Water Agreement Expenses	-970,561	-828,845	-943,537	-807,905	-811,011	-822,853	-821,590
Working Capital - Beginning of Year	4,411,131	3,915,822	2,550,340	1,609,559	755,410	61,328	-1,170,126
Working Capital - End of Year *	3,915,822	2,550,340	1,609,559	755,410	61,328	-1,170,126	-1,861,692

Assumptions:

- 0.0% Growth in Water Consumption for FY 2012 and FY 2013
- 0.5% Growth in Water Consumption for FY 2014 thru FY 2016
- 3.0% Growth in Operating Expenses for FY2014, 2015, and 2016 and level expenses for FY2012 and 2013

EXHIBIT 2

**CITY OF WILLIAMSBURG
WATER & SYSTEM OPERATIONS-CASH FLOWS**

	Fiscal Year Ending June 30:						
	2010	2011	2012	2013	2014	2015	2016
Revenue under existing rates:							
Water	3,780,549	4,050,000	4,050,000	4,050,000	4,070,250	4,090,601	4,111,054
Sewer	1,232,000	1,200,000	1,200,000	1,206,000	1,212,030	1,218,090	1,224,181
Total Revenue Under Existing Rates	5,012,549	5,250,000	5,250,000	5,256,000	5,282,280	5,308,691	5,335,235
Additional Water Revenues:							
Rate	Proposed	Months					
<u>Effective Date</u>	<u>Increase</u>	<u>Rate</u>	<u>Effective</u>				
July 1, 2011	2.50%	\$4.30	12				
July 1, 2012	5.00%	\$4.52	12	101,250	101,250	101,250	101,250
July 1, 2013	5.00%	\$4.74	12	0	207,563	207,563	207,563
July 1, 2014	5.00%	\$4.98	12	0	0	217,941	217,941
July 1, 2015	5.00%	\$5.23	12	0	0	0	229,850
				0	0	0	242,360
Subtotal, Additional Revenue from Increases				101,250	308,813	526,753	756,603
Total Revenue from User Charges	5,012,549	5,250,000	5,351,250	5,564,813	5,809,033	6,065,295	6,334,198
Other Utility Income	656,412	413,000	393,000	393,000	393,000	393,000	393,000
Add: Water Tank Proffer from Developer		1,525,000					
Total Operating Revenues	5,668,961	7,188,000	5,744,250	5,957,813	6,202,033	6,458,295	6,727,198
Operation and Maintenance Expenses							
Water and Sewer Utility	-5,526,964	-5,431,220	-5,370,244	-5,370,244	-5,531,351	-5,697,292	-5,868,211
Add back depreciation expense	806,707	805,000	845,000	845,000	845,000	845,000	845,000
Total Direct Operation & Maintenance Expenses	-4,720,257	-4,626,220	-4,525,244	-4,525,244	-4,686,351	-4,852,292	-5,023,211
Operating Income	948,704	2,561,780	1,219,006	1,432,569	1,515,682	1,606,003	1,703,988
Add Interest Income-Operations	26,248	10,000	10,000	10,000	8,000	8,000	8,000
Net Income from Operations	974,952	2,571,780	1,229,006	1,442,569	1,523,682	1,614,003	1,711,988
Debt Service - 1997 Capital Construction Bond:							
Interest	-19,202	-3,417	0	0	0	0	0
Principal	-133,333	-300,000	0	0	0	0	0
Total Debt Service	-152,535	-303,417	0	0	0	0	0
Major Capital Improvements							
Capital Improvements Expenses	-347,165	-2,805,000	-1,125,000	-1,180,000	-880,000	-880,000	-705,000
Balance - Fiscal Year Operations	475,252	-536,637	104,006	262,569	643,682	734,003	1,006,988
Newport News Water Agreement Expenses:							
Debt Service-Principal	-491,300	-491,300	-563,537	-567,905	-581,011	-602,853	-611,590
Debt Service-Interest	-405,613	-285,000	-275,000	-250,000	-240,000	-230,000	-220,000
Operating Costs/Purchase of Water	-73,648	-52,545	-105,000	10,000	10,000	10,000	10,000
Total Water Agreement Expenses	-970,561	-828,845	-943,537	-807,905	-811,011	-822,853	-821,590
Working Capital - Beginning of Year	4,411,131	3,915,822	2,550,340	1,710,809	1,165,473	998,143	909,293
Working Capital - End of Year *	3,915,822	2,550,340	1,710,809	1,165,473	998,143	909,293	1,094,691

Assumptions:

- 0.0% Growth in Water Consumption for FY 2012 and FY 2013
- 0.5% Growth in Water Consumption for FY 2014 thru FY 2016
- 3.0% Growth in Operating Expenses for FY2014, 2015, and 2016 and level expenses for FY2012 and 2013

EXHIBIT 3

WATER AND SEWER RATES COMPARISON			
	WATER	SEWER	TOTAL
Newport News	\$4.14/1000 gallons (Res. Ave.) \$4.26/1000 gallons (Commercial)	\$2.53/1000 gallons	\$6.67/1000 gallons
JCSA	<u>Res.</u> 0-15 \$2.85/1000 gallons 15-30 \$3.45/1000 gallons 30 \$9.80/1000 gallons	<u>Comm.</u> \$3.45/1000 gallons	\$2.80/1000 gallons \$5.65+/1000 gallons
Portsmouth	\$4.24/1000 gallons	\$3.31/1000 gallons	\$7.55/1000 gallons
Norfolk	\$5.17/1000 gallons	\$4.18/1000 gallons	\$9.35/1000 gallons
Chesapeake	\$5.59/1000gallons	\$5.31/1000 gallons	\$10.90/1000 gallons
VA Beach	\$4.41/1000 gallons	\$19.54/house	\$6.00±/1000 gallons
Williamsburg	\$4.20/1000 gallons	Included in water rate	\$4.20/1000 gallons

March 2011